

Vestry Minutes

February 14, 2008

The Rector gave opening prayers and the meeting was called to order at 5:00 p.m.

Members present: Don McNeill, Charlotte Watson, Fitz Wickam, Bill Beene, Tom Varney, Chris Fleet, Sharon Maddox, Patti Jones, Martha Ann Romoser.

Minutes of both the re-organizational meeting and the vestry meeting were approved as presented.

Treasurers Report: Bill reported that between parish operations and rental property we were short about \$12,000. We have eroded our checking account. Bill pointed out that this is not unusual at this time of year as pledges come in slowly. Hopefully we will not have another month like this. Bill said that he had Sharon had met and what they wish to do this year is try an keep track of all the cash flow (in and out) and that his focus will be on the parish operations and rental property sections. As far as operating against the budget he is most concerned about the two areas mentioned above.

The budget that is presented was the one approved at the December meeting however there are certain areas that he feels must be changed, but will wait until after the sale of the house is complete to bring before the vestry. It will be much easier to adjust after the sale when we really know where we are. Once we know how much remains on the line of credit and what the interest expense will be for the year and we then, will adjust the planned pledges. Looks like we will have to eliminate the planned \$10,000.00 reserve, as we are \$3,000.00 -\$12,000 negative on pledge amounts at this point. Bill does not feel that the pledges coming in will balance the budget. Modification of the budget will have to be done, so please think how we wish to do this.

Sharon said the good news is... interest rates have dropped from 7 ½% to 6%.

Debbie called for acceptance of the Treasurers' report, seconded by Tom Varney. Motion carried.

Don McNeill reported that Jim Williams is home from the hospital, Debbie informed us that Debbie Piplani will have surgery on Monday February 18th, Jane White will have knee surgery in Staunton on February 18th and Chris Fleet said that his son, Tim, is now in Germany and out of Iraq.

Debbie reminded us that an Evensong would be March 9th at 5:00 p.m. Charlotte added that there would be a combined choir of approximately 45 singers, members of the Arts Academy Chorale of Winchester and our Calvary choir. A catered dinner, in the parish hall, will follow this event.

Betty Beene will be giving a course entitled *Life after Loss*. This is a six-week class and will meet on Tuesday evenings from 7:00 - 8:30 P.M. and Wednesday mornings from 10:30-12:00noon. Classes start February 12th.

Debbie also mentions the beginning of our Lenten programs with the first being on February 14th. Blue Ridge Opportunities and the speaker will be Dick Braatz.

Debbie informed the group that John Rappole and Bonnie are moving back to N.Y State and would have to leave the Board of Trustees. Also, Jim Williams would be leaving the board.

The following appointments were presented for Trustees of the Memorial Endowment Fund.

Class of 2010

Susan O'Kelly and Pete Plourd

Class of 2009

Chris Fleet and Pat Weichmann

Class of 2008

Suzanne Silek and Randy Baily

Don McNeill made the motion to accept these appointments, seconded by Bill Beene. Motion carried.

Debbie presented the results of our Vestry Organization Priority Exercise done at our January meeting.

The priorities for 2007 were: Finance and Stewardship, communication within and outside the congregation. It was agreed that we continue to keep an eye on our 2007 priorities. The new areas for 2008 by priorities are: Growth, Debbie suggested we check with Frank Baxter concerning the Percepts as Frank knows how to get information from this program since he was with Region 14 and is now back as President; Interaction of small groups within the congregation; experimentation with new times for worship and worship forms; Outreach, including Global, National and Local; To organize the ECW; and finally, Youth and Nursery. These were the things that were discussed and remember that we are not limited to these areas for 2008.

A reminder from Debbie: The Vestry Leadership Workshop will be on February 23rd in Spotsylvania. Chris, Don, Peg and Debbie are signed up for this workshop. If anyone else is interested in attending, it is not too late to sign up. The monies for this workshop have been sent in and if those attending would like to reimburse the church it would be appreciated., \$50.00 per person.

Senior Warden: Don McNeill stated that at our last meeting we spoke of graveling the parking lot, however, since that time the town now informs us that the lot will have to be paved. Don got four bids/estimates for the job, which included doing both lots at the same time. They are follows: The details/specs of all bids are attached to these minutes.

- **John Lake:** \$18, 950 for the new lot and \$6,860.00 for the existing: Total \$25,810.00

- **American Asphalt:** \$21,000

Don had asked this company to break down into each lot, which he did not do.

This bid did not include some of the things that the other bids contained.

- **R-N-J Paving:** \$38,175.00 for the new lot and \$4,800.00 for the existing: Total \$42,975.00

- **Davis Paving:** \$22,150.00 for new lot and \$13,043.00 for existing: Total \$35,193.00

Don said that one of the bids included taking out the water meter; however, the town will do this at no extra cost to us. This was part of the John Lake bid.

Don pointed out that we do not have to have all this work completed in order to complete the sale of the rectory. We do, however, have to have the plan approved and have monies in the escrow. Don told Beth Waller that amount would be \$25,000.00.

A motion was made by Fitz to do both lots at the same time, Chris wanted to make sure that the town was not going to require us to put in curb and gutters on our existing lot. Don said this was not required. The motion was seconded by Bill and carried.

A motion to accept the bid from John Lake to do both lots at the bid price of \$25, 810.00 was made by Bill. Discussion: Chris said that on many occasions that Lake does not show up. Don said that he would make sure that Lake knew we wanted this started as soon as the weather permits. No further discussion took place. The motion was seconded by Don and carried.

Don continued with the “news” that the town now is requiring a modification of the wording in the existing easement. Originally, they wanted a parking agreement that outlined a great number of things. Now they want us to add the tax map location of the lots and an agreement of the maintenance must now be with the approval of the Town Zoning Administrator. They also want the easement superimposed on the original map. Debbie wondered why we could not just say in compliance with the Town Code as opposed to using the Zoning Administrator. Don said that he had not had the opportunity to speak with Hubie about these changes but hope to do so tomorrow. Discussion followed on the use of the Zoning Administrator as opposed to Town Zoning Code.

Debbie asked if we had to have another Parish meeting for these changes? Don said at this point he did not know and would check with Hubie.

Fitz asked: “what the entrance to the lot would be and the exit?” Reply from Don: entrance from Virginia Ave and exit to the alley. Discussion followed on the alley and the entrance. None of this seems to make much sense since the Baptists lot is right on the alley as are other facilities. Fitz said this is like the up down staircase. Chris suggested that another reason for this is the general flow of traffic is in off the street and exit to the alley. Traffic will be flowing in the same direction. Also the parking lot is set up for this traffic flow. A bond is required by Public Works in the amount of \$2,252.00 regarding the water meter. Don called Jim Eastman and asked if we could run this through our line of credit? Jim indicated that this would be no problem.

The Planning Office wants planting on the new lot and recommended Leland Cyprus. It was suggested at this point that the Calvary Landscape Committee or the Master Gardeners become involve in this issue. Charlotte pointed out that there is a major blight in the Valley regarding these trees.

Don said that he has got to get the final wording on the easement, so that he can get this to Foltz to finish the plan and submit to the town. It is hope that we can get this whole process finished by the end of the month. Bill asked which month?

The following has been added/changed from the previous submission.

Grantor is the owner of certain real property more particularly described as Tax Map ID 20A5 13 135, Section 13 Block 135, Lot five (5), Front Royal-Riverton Improvement Company, Town of Front Royal, Warren County, Virginia on Exhibit “A” attached hereto and incorporated herein by this reference (Parking Easement Plat).

“The Grantor does hereby grant and convey unto the Grantee, its, successors, and/or assigns, subject to the approval of the Town of Front Royal Zoning Administrator, the following described easement to wit:

A Parking Easement located on Tax Map ID 20A5 13 135, Section 13, Block 135, Lot Five (5), Front Royal-Riverton Improvement Company, Town of Front Royal, Warren County, Virginia

The Grantee, shall be allowed, subject to approval by the Town of Front Royal Zoning Administrator, a Parking Easement solely for the purpose of the parking of automobiles and pick-up trucks during the normal business hours of the Grantee, except that in no case will the Grantee be allowed to park vehicles on Sundays. The Grantee shall not pay to Grantor any parking fees or charges of any kind for its use. If the Grantor, elects to provide marked spaces, the vehicles will park within the marked spaces. In connection with its use of the Parking Easement Area, Grantee and its occupants, tenants, invitees, customers, guests, employees, successors, and assigns shall comply with all reasonable rules and regulations promulgated by Grantor related to its use.

This easement is attached, in its entirety, to these minutes.

Hats off to Don for a job well done!!!!

Changing gears, Don said that the program sponsored by Sherman Williams has been put on hold until April.

Junior Warden: Fitz Wickham reported that we would get a 3% escalation fee from ASPEN, and that he and Don had spoken to the young lady that is in charge of the office about her concerns regarding the smell in the building. It appears that the renter in the apartment smokes and this odor is coming into the other areas of the building. Fitz purchased two of the “plug-in” odor removers and gave them to her.

The Red Cross contacted Fitz and they are in need of additional space, but have no additional money. However, Fitz will contact Brett Haynes to rent this 600sq. foot space for \$300.00 month.

Lay Assistant: Jean Mary will be going in March to S.D.to discuss the Lakota Mission to see if things can be worked out for the future. She will be going with Patrick Getlein.

Communication: Patricia Jones: No report. However, she stated she would be helping proof read the new roster.

Stewardship: Andrea Pinard.: No report.

Outreach: Tom Varney: Last year, he said the emphasis was on six missions. My Brother’s Table is trying to start up this year and will be done at Calvary.

Memorials: Charlotte still needs to get with Bonnie Landis regarding the Memorials. She also reminded the vestry of the film that will be shown on February 21st, “*The Pursuit of Happiness*” is in support of CTHP, one of our missions in 2007.

Fellowship: Martha Ann Romoser: She needs help with the clean up tonight in the kitchen after the Lenten supper.

Long Range Planning: Chris Fleet: No report.

Region 14/Diocese of Virginia: Jorie Martin/ Pete Plourd: No report

Old Business: None

New Year Business: Vestry Planning: Wednesday, March 5, 2008 at 10:30 a.m. Vestry Meeting: Thursday, March 13, 2008 at 5:00 p.m. Remembering that the Trustees will be joining us at the March Meeting.

Refreshments: None for the March meeting due to the Lenten Program.

Article for Newsletter: Don McNeill

Sunday review of Vestry Meeting for Congregation: Chris Fleet at 8:00 a.m. service, Don at the 10:30 a.m. service.

There being no further business to come before this meeting it was adjourned at 6:15 p.m.

Respectfully submitted,

Margaret Goodyear
Register, Calvary Episcopal Church