

Vestry Minutes October 9, 2008

Members present: Andrea Pinard, Charlotte Watson, Bill Beene, Tom Varney, Pete Plourd, Martha Ann Romoser, Chris Fleet, Pattie Jones, Don McNeill. Sharon Maddox

Absent: Jean Mary Taylor, Fitz Wickham

The meeting was called to order at 7:30 p.m. by the Rector; Debbie Rutter. Opening prayer was given, followed by general updates by the Vestry.

Minutes from the September meeting were approved with corrections.

Treasurer's Report: Bill Beene gave the report in the absence of Sharon Maddox. Cash flow at this point is good. However, Bill pointed out that if everything is paid, utilities, Diocesan Pledge and so forth we will still have a projected deficit of between \$17,000 and \$18,000. We must continue to be frugal in our spending. It is felt that 2009 will be a difficult year due to the present economic downturn of events. A decision, at the end of the year, will be made as to how much we can pay toward our diocesan pledge. (Report attached to the minutes).

Pete Plourd mentioned that this week's collection was the best by far of the past two to three months.

Bill mentioned that he did not have some of the upcoming expenses and needed to get these figures from Don McNeill. The replacement of windows at the Royal Avenue property is estimated to be in the \$2500.00 range.

Don McNeill mentioned that our tenant is 3 months in arrears. The electric had not been paid and it may become necessary to remove her. The electric effected not only the apartment, but one of the other renters as well. The Red Cross had no hot water.

Bill reminded all that the time is coming when we need to approve a budget for next year and presented a proposed budget for 2009. Bill is still in need of additional information on various line items and, hopefully, by the next meeting that information will be forthcoming, so that the proposed 2009 budget can be completed for review.

Pete inquired if any contact had been made with the young lady that received one of our scholarships. Debbie said that a letter had been sent, but to date there has not been any response. Pete informed us that we were short \$150.00 of what was committed. \$1800.00 was promised and we collected \$1600.00 leaving the short fall.

Debbie called for approval of the Financial report: Approved.

Bill mentioned that he has had several conversations with Jim Eastham regarding the securing of a line of credit. Jim is trying to get us an unsecured line of credit, which would mean that we would not have to pledge any assets. Jim seems pretty comfortable with being able to secure this line of credit for us. This would be in the range of \$15,000-\$20,000, so that we could write checks using this line of credit, should we get into a bind.

Rectors Report: The Southerlands worship service is once per month and to date there has been a good turnout. (Don McNeill and Ralph Cable have provided music) Also, a book study is taking place on Wednesdays. Last month, they started the book group with *The Shack*. This month's selection is *The Screwtape Letters*.

Bonnie Landis is updating the memorial list of all those who donated to the Garden, Organ or Calvary 2000 Renovations.

Memorial Plaques for Calvary 2000 will be placed in the back of the church, done in bronze, which will match the other plaques that are in the same area. All names will be printed for those who made donations to the three areas mentioned above.

It is Vestry nominating time again. We will be losing Tom Varney, Martha Ann Romoser, Charlotte Watson, and Don McNeill. Debbie mentioned that Fitz Wickham came in and told her that he is going to retire from the Vestry. Debbie asked Don, Martha Ann, Tom, Fitz and Charlotte to serve on the Nominating Committee and to have persons interested in running by Oct. 31st. Debbie would like to have those names, so that they can be placed in the November newsletter. Don will chair this committee. There are four vacancies to fill. Three for the Class of 2011 and one for the Class of 2009. The process of forming a vestry of 9 persons has been underway and thus we need to fill only four places even though we are losing five. Debbie said that Bonnie would like to rejoin the vestry, so that would be one of the four needed.

Question from Debbie: Would the committee like to decide about the person serving the one-year term and how that should be handled? Clarification of how the one year term would work and that the person serving only one year may decide that they would like to stay for a full term, which they may do. The committee will remain at the close of this meeting to discuss the issue and get back to Debbie.

Debbie passed out information on the Bishop's Chapel at Roslyn. It is hopeful that we may, in some way, be able to help support this mission. Bill suggested that the parish members might be interested in making contributions to this effort. Debbie will put something in the newsletter regarding this issue and envelopes for contributions will be placed in the back of the church. Bill did not see how we could do anything from the parish at this time since we have been unable to meet our diocesan pledge and to take on another "gift" at this time is not feasible.

Senior Warden: Don reported that the air handling wheel in the mechanical room has ceased to function. Strosneider was called and it was determined that we really did not need this unit. The cost of repair would be around \$300.00 and it appears that we really don't need this unit. Discussion followed. It is requested that Bill Romoser look at the unit to ascertain its use and make a recommendation as to repair or not to repair.

Dennis Funk has painted the exterior windows on the dormer of the church.

We have a bad leak on the west side of the parish hall (steps to the men's bathroom) Tom will contact Hank Gorecki to see if he could take a look at this and give us some idea of what is going on. Don will follow up and report back to the vestry with the findings.

Junior Warden: No report

Lay Assistant: Debbie handed out the Monthly Planning Meeting Calendar: the next meeting is November 17th at 10:00am (attached to the minutes).

Halloween Party planning is well under way. Shirley Williams, due to forth coming surgery, will not be in a position to do the function this year. Barbara Savidge is going to head this up and anyone who can lend a hand contact Barbara at 635-9692.

Other activities are being scheduled for December and into the winter months.

Communication: Patricia Jones. Patti spoke with Barbara Savidge and she is going to help with the website and some of the advertising. Libby Harding spoke with Patti about putting an ad in the Northern Virginia Daily regarding our Christmas Schedule. The cost of the ad is \$71.50. This was felt to be a good investment and will be done.

Stewardship: Andrea Pinard: passed out Stewardship letters, which are ready to be posted on October 10th. Errors were noted on the date: 2009 instead of 2008. Also, the "T" was omitted in Christ of the closing prayer.

Update on the meeting with Pasty Bjorling who recommended a committee to oversee new endowment funds memorials, and special gifts. We also discussed having a list of things that we need, that perhaps people would like to give, i.e., dishwasher, etc. It was thought that this was a good idea and should be followed up on. The next meeting with Patsy will take place on November 12, 2008 at 12:00 noon.

Hopefully, we will have a list that will help direct people on how to give to these funds, so that they are useful to the church and are not so restricted that they may never be utilized. Patsy will present, at her next meeting, policies and guidelines for our review.

The Stewardship Committee decided to do "Mini Ministry Fairs" or "M and M's" throughout the year. They will be held on the 2nd Sunday of the month, not necessarily every month, after the 10:30 service. The first one will be the Memorial Garden Landscaping and Memorial Garden Columbarium on Oct 12, 2008.

Andrea continue with the discussion of the display which will be set up in Wagner Hall depicting Jesus and walking on water. Boxes will be placed in the display representing gifts.

Outreach: Tom Varney informed us that the Salvation Army will be doing a Thanksgiving Dinner on Wednesday, November 26th, from 5:00- 6:30 p.m. This will not conflict with our dinner and those that support the Salvation Army dinner will not have any impact on those who share a meal with Calvary. Tom said he needs help with this as he has not done it before and needs to know whom he should contact for help. Jorie Martin did it last year, but is not available this year. Pete and Martha Plourd did it for the two years prior.

Tom said that he thought it would be advantageous to consider having a committee of two or four persons headed up by a vestry member to handle Stewardship, Outreach, Fellowship and other areas. He felt that this would be a big plus and felt that it worked well with Stewardship in the past.

Tom said that he is uncomfortable with making decisions on who gets what funds and so forth and this committee would help in making such decisions.

Debbie said that she would bring the job description in for our meeting next month. We can review and make changes where necessary.

Memorials: Charlotte Watson No report.

Fellowship: Martha Ann Romoser: requested that she would like to see the “Greeters” remain under fellowship, as this was something that she started this year.

Debbie asked that Martha Ann make the necessary contacts to set up a date for next year for a Shrine Mont Retreat

Long Range Planning: Chris Fleet. Chris handed out the 20/20 second draft. Chris said that there would more than likely be two more before completion. Copies will go out to the Parish as a draft also. Chris asked all those involved with the various ministries to refer to page 12 of the draft and use some of these as a draft for your particular ministry. Worship and Music, Outreach, Adult Education, Finance and Stewardship. Chris said that he would like to keep some consistency in the presentation of the various ministries. Please review section 6, beginning on page 12 and try and get yours set up in the same vain as those listed. Chris would like to have these back as close to October 16th as possible, the reason being: we have “Listening Sessions” scheduled for November 16th and November 18th and would like this information out to the parish before those dates. Chris is working hard on putting together a summary of the information contained herein as he knows that all of this document will not be read. It is important that the parish have an understanding of this 20/20 Vision and the need to get their input on the matters presented in this document. There will be a “Build Up” each Sunday, at both services, with “Little Teasers” by asking a question which will be answered the following Sunday. The purpose is to get them thinking about what this is all about.

A possible conflict on the Tuesday evening, November 18th, session and may have to be changed if arrangements for AA cannot be made. They, perhaps, will agree to meet in Weber Hall.

Region 14/Diocese of Virginia: Pete Plourd said this was the third meeting of the year, which was held in Woodstock. The review of monies that have been received and donations was discussed. The next meeting will be January 2009.

The Diocesan Leadership Meeting has been set and one may choose where to attend.

They are: Grace: Kilmarnock: November 3rd.

Holy Comforter, Vienna: November 10

St. Stephen's, Culpeper: November 12

St. Stephen's, Richmond: December 4

There will be a Pre-Council meeting January 10th: Good Shepherd, Burke and January 17th at All Saints, Richmond. Andrea will attend, as Pete will be away.

The Diocese of Virginia Annual Council Meeting will be in Reston January 23-24, 2009.

Pete said that they wanted to know what our pledge for next year would be. Hopefully, it will be the same as this year.

Old Business: CTHP will be removed from the agenda, but Charlotte will keep us informed if anything new and exciting should occur.

Nothing on the website.

Directory update: Libby will print each month, in the newsletter, changes of address, phone number and e-mail. This will begin in November.

New Business: Executive Planning on Wednesday, November 5, 2008 at 10:30 a.m. Bill Beene will attend.

Chris Fleet, Andrea Pinard and Bill Beene will do the talking points.

Refreshments for November 13th Vestry Meeting: Chris Fleet

Prayers given. Meeting adjourned at 9:15 p.m.

Respectfully submitted,

Margaret Goodyear
Register: Calvary Episcopal Church.