

**Calvary Episcopal Church
Minutes of Vestry Meeting
April 14, 2011**

Present: Bobbie Landis, Richard Swanson, Bill Romoser, Tom Varney, Sue Cobb, Shirley Turner, Nina Beran, Shirley Williams

Staff: Debbie Rutter, Jean Mary Taylor

Absent: Wayne Barber

4:00 PM Opening: Debbie read the scripture from BCP known as “the comfortable words,” asking what they meant to us. Responses included the church and Jesus as a place or someone to come to, lifting the weight of burdens, the knowledge of being saved by God’s grace and love. From the BCP in 1540’s to its corrected introduction “Hear the Word of God” in 1979, the passage conveys the same importance.

Minutes: The Junior Warden’s report was corrected for the sentence beginning...Bill also intends “to use a generic local rental form for United Way.” The next sentence was omitted. The minutes were then approved.

Treasurer’s Report: Tom reviewed the new software printout for finances. We have \$216,145.00 in pledges from 80 parishioners. He has contacted some who had not pledged but are still giving and found that they are comfortable with that status. He paid our contribution of \$715 to Region 14 after receiving a check of \$65.00 toward the increase. He advanced funds to the Memorial Group for their corpus that will be reimbursed. The scholarship has been given \$1000.00; more is needed. Tom will be better able to track funds with the new system in the coming months. Bonnie moved acceptance of the report, Nina seconded, passed.

Finance: Tom brought up a payment situation for the church’s recurring, monthly bills. The guidelines state that checks over \$150.00 need two signatures for payment. The bank only needs one signature and finding a second one frequently creates a time issue. He asked authorization to sign checks with one signature for routine, recurring monthly bills, such as payroll, insurance, utilities. Nina moved that anything that is over \$150.00 and non-recurring requires two signatures. Shirley Williams seconded and the motion passed.

Rector’s Report: Debbie and Bonnie brought up the fact that some people are not regularly visited through Pastoral Care. They recommended Monday morning meetings with Debbie and the Pastoral Group to assign visits for shut-ins and hospital visits. Connie Ordower agrees. Nina and Shirley Turner also have been trying to give caregivers breaks. All agreed that organization and guidelines are needed for the variety of situations and consistency of helpers. This start of a local effort may lead to formal training later.

Sharon is working on the audit. The Parochial Report currently due is being assembled. Debbie said the Memorial Committee has met. The chairman and treasurer sign checks. Debbie brought the names of Dave Blount and Jim Cobb as new endowment trustees for the committee. Tom moved their names be approved, Bill seconded, passed. Suzanne Silek, new treasurer, will forward vestry minutes.

Senior Warden's Report: Bonnie Landis said she had given her report in the pastoral section.

Junior Warden's Report: Bill needs a new person to mow the church grounds. He will discuss with the Men of Calvary the possibility of them developing a mowing schedule if the church buys a mower with leaf blower attachment.

Christian Education: Wayne Barber was out of town.

Scholarship: Richard is in the midst of going through applications from both high schools. He felt that some guidelines might be needed next year due to the volume of applications. He was hopeful that names would be sent in at the end of the week.

Fellowship: Shirley Turner is getting ready for the Easter Choir Breakfast given by the vestry. She asked for donations of casseroles and funds for champagne. Using plastic plates and flutes would help the clean-up crew.

Outreach: Nina conveyed kitchen suggestions she's received. Linoleum flooring instead of tile would be better for cleaning and ease of standing. Also a possible wood floor underneath could be resurfaced. Replace the corner sink with a lazy-susan unit. She questioned the electrical power for a high-end residential vs low-end commercial dishwasher. She would like to order cabinets and maybe start the process in two months. We still need a freezer placement. The furnace room was suggested.

The Easter offering will go to the Diocese of Jerusalem/St. George's College and to Blue Ridge Opportunities.

Lay Assistant: Jean Mary said Andrea Pinard will be training acolytes. Beginning with the Easter services teams of families with children will serve together. This new idea will hopefully enhance our worship.

Diocese of Virginia/Region 14 – Old Business: Debbie said Andrea Pinard has been elected president of Region 14 and we could now select our delegates. Skip Barchers was nominated as Delegate and Jean Mary Taylor as Alternate Delegate. Tom moved approval, Nina seconded, passed.

New Business: Executive Planning is Wednesday, May 11, 2011 at 10:30. Points to cover for the highlights are: new Region 14 delegates, new endowment trustees, and the visitation plan.

The meeting was adjourned.

Respectfully submitted,
Sue Cobb, Register