

## **Vestry Minutes December 10, 2009**

**Members Present:** Richard Swanson, Jean Mary Taylor, Andrea Pinard, Pete Plourd, Bill Beene, Chris Fleet, Tom Varney, Sharon Maddox, Bill Romoser, Bonnie Landis, Wayne Barber

**Absent:** Jorie Martin, Patti Jones

Reverend Debbie Rutter called the meeting to order at 4:35 p.m. She opened with the Devotional piece: "The Peaceable Kingdom" by Henri Nouwen. Discussion followed. Debbie led the vestry with the Lords Prayer.

Minutes of the November meeting approved with one correction.

**Treasurer's Report:** Sharon Maddox asked if there were any questions regarding the report, there were none. Bill Beene reported that there were two pledges for 2010 that were paid in 2009 most likely for tax breaks. Bill also stated that the seasonal offerings would go out to those organizations that we are supporting this year. \$15,000 in Outreach/Special Appeals was spent this year and that will even out by years end. Debbie Rutter suggested that we do a budget for outreach for 2010 since we did not have one for 2009. Bill Beene made the motion and seconded by Bonnie Landis. Motion carried.

**Rector's Report:** Debbie gave the schedule for the Christmas Services and also the dates for the vestry meeting. The election of Officers for 2010 will be at the January 14, 2010 Vestry meeting beginning at 4:30. A retreat for the vestry will take place on Saturday, January 23, 2010 from 10:00 a.m. to 2:00 p.m. Debbie said that she would like to see the Vestry continue its focus on Growth, Development and Vision 20/20. Debbie will be away January 28, 2010.

**Senior Warden:** Chris Fleet. Nothing to report.

**Junior Warden:** Bill Romoser gave an update on 128 N. Royal Ave and informed the vestry that the Red Cross will be vacating their office space at the end of December. The new Director of the Red Cross, Ms. Tolson, has gotten with Lea Smith of United Way and there is a possibility that United Way is interested in getting other organizations to share this office space with them, as they can not afford to pay any more than they are presently paying at St. Luke. The thinking is that the 12 organizations that United Way supports would kick in to share this space with United Way being the responsible party for the rent, which is presently \$350.00 (being paid by the Red Cross). Debbie said that since all of these groups are non-profit she suggests that we try and keep the rent as low as we possibly can, knowing that money is tight all round. Bill had hoped to increase, in the next year, the rent to \$400.00 and said that he felt we could give them a break for six months. Bill said that the Red Cross has left furniture, a conference table and other items that should United Way take over the space will be left for them.

Bonnie Landis and Bill Beene agreed that we should back off the increase in rent and suggested that we start out this year at \$300.00 per month and an increase would ensue for the following year. Discussion continued. Bill has not discussed any hard figures with United Way and they are to get back to him in the next couple of weeks.

Bill mentioned that 128 N. Royal ran out of fuel oil over the last weekend, but they are on the hook for it. The confusion may have occurred when they changed suppliers and the automatic delivery was not transferred.

Wayne Barber asked if the Red Cross was the only organization in the building. Bill explained about all of the occupants and the general layout of the building and the available space for each.

**Lay Assistant:** Jean Mary Taylor report that the children would like a little food between the Christmas Eve services, not just for the children but also for the choir and others. Suggestions were: cookies, a deli platter, things that are festive and keeping it small to see how this goes and perhaps next year we will be able to increase on this activity.

A meeting has taken place with some folks to start preparation for Lent; another meeting is on tap for next month.

An individual that was involved with the Native American Ministries was in touch with Jean Mary asking if he could start a "face book" and this is being done. If you are interested in viewing this information go on [NativeAmericanMinistries.DioceseofVirginia](http://NativeAmericanMinistries.DioceseofVirginia).

**Finance:** Bill Beene said that the budget is in the packet to be handed out at the Parish Meeting and that if the income does not meet the budget expectations, the next vestry will have to make the appropriate adjustments to balance the budget. The problem, again this year, are salaries. Debbie's salary was increased in this budget, as she did not get that last year plus the .06% as recommended by the Diocese. The same is true for Jean Mary Taylor and Libby Funk, which also include that .06%. They will resume their normal hours and salaries in 2010. Bill suggested that we hold on until January to see if we can go forward and then make the checks retroactive in February.

Bill read the Resolution that affects the housing for the Rector, Rev. Deborah Rutter for the year 2010. This document is attached to the permanent copy of the minutes. The motion to accept this resolution was made by Bill Beene, second: Bonnie Landis. Motion carried.

Bill presented an update on year ending 2009 (summary) discussing the income from pledges, against what was pledged and unpledged income and pledges that came in early, that are really for 2010. Based on these numbers he estimates that we have roughly \$27,000.00 going into 2010. A copy of this summary is attached to these minutes.

Debbie mentioned that Jean Mary Taylor is on the Executive Committee and asked her to present information from their recent meeting. Budget planning for the Diocese is taking place and it appears that cuts are being made. There was a \$5,000.00 shortfall so hence the cuts to balance the budget. A list of all churches (within the Diocese) was distributed showing their pledges, how much they pledged and how much they paid is reported. Part of Jean Mary's job on this committee is to speak with these churches in the region that are behind on their pledges or have not turned in their audits. Most churches are not behind. Some discussion took place.

**Stewardship:** Andrea Pinard: reported that 180 letters were sent and as of today 12/10/09 we have received 88 pledges for \$248,000.00. Andrea said that her next step was to start calling those that have not responded, as she feels that everyone should pledge something even if it is only \$5.00. We are ahead of where we were last year and she feels that the cut off for projections will be round January 15, 2010. Bill Romoser asked how many pledged last year. Bill Beene said it was 108. Andrea said that we have new pledges, and many pledges went up none, thus far, have gone down. 92 have not responded to date. Many Kudos to Andrea for a great job.

**Outreach:** Richard Swanson reported that the Christmas shopping is ongoing and that the room downstairs is filling up. Debbie said that some things are already being picked up. Thanks to Sandra Varney for coordinating this major effort. Tom said that they had received a note with an ad saying that this child wanted this and that child wanted that etc. A phone call came from the Grandmother informing the Varney's that they got the "wrong stuff." Sandra assured her that they did get what was on the advertisement, but Grandma insisted it was wrong. Turned out the bag was not marked correctly. All was corrected.

**Communication:** Peg reported that hopefully the computers of Jean Mary and Debbie will be fixed so that they will have access to the website editing capability.

**Fellowship:** Bonnie Landis reported that we ran out of food this past Sunday, which was the first time Bonnie could remember this occurring. Bonnie feels that we should do a once a month covered dish since we are not getting any response from the parish members to continue the after service "goodies".

**Memorials:** Nothing to report

**Long Range/Strategic Planning:** Chris Fleet gave thanks to the Vestry for their input to the annual report all were in agreement that it looked good in its reduced size.

**Diocese of Virginia/Region 14:** Debbie attended a meeting with Jean Mary in Culpepper where Bishop Johnston was trying to get feedback from everyone in terms of what was/is important in missions. He was very clear that this information gives the Bishops and Executive Committee an idea as to how to proceed with issues in the coming year. This does mean these suggestions will be used. Discussion on the size of our Diocese as opposed to that of the District of Columbia was discussed and it was pointed out that they (D.C.) have a much larger staff. Discussion continued on who will be attending the Region 14 Conference January 28-30, 2010 in Richmond.

Attendees: Frank Baxter, Jean Mary Taylor, Debbie Rutter, Pete Plourd, Fitz Trumbore, Andrea Pinard, and our youth representative, John Vrtis.

**Old Business:** None

**New Business:** Pete Plourd informed the vestry that he had received a check, from the Diocese (our investment funds) in the amount of \$1300.00 for Scholarships. Also a check was received in the amount of \$350.00 from the Silek Fund for use in day care (working mother).

Peg offered thanks to Chris Fleet, Bill Beene and Bill Romoser for all that they have done while on the vestry and they will be missed to say the least.

Pete Plourd will give the vestry update at the 8:00 am service. Bill Romoser will do it at the 10:30 am service.

Executive planning will be Wednesday January 13, 2010.

There being no further business to come before this board, the meeting adjourned at 5:50 pm.

Respectfully submitted

Margaret Goodyear  
Register, Calvary Episcopal Church