

## **Vestry Minutes November 12, 2009**

**Members Present:** Bill Beene, Bill Romoser, Pete Plourd, Jean Mary Taylor, Bonnie Landis, Jorie Martin, Sharon Maddox, Patti Jones, Richard Swanson

**Absent:** Andrea Pinard

**Guest:** Frank Baxter

**Devotions:** The rector presented "*Amazed at what happened.*" This was from The Resurrection of Jesus 24:1-12 NRSV. Discussion followed.

Minutes of the October 8, 2009 Vestry meeting approved with one correction.

**Treasurer's Report:** Sharon Maddox reported that we are down on income for the month of October, which was really not a surprise as this happens each year. She also pointed out that questions came up regarding the special appeals monies and she assured all that these monies are paid out.

Sharon reported that we have received \$1,000.00 earmarked for Christmas shopping. A copy of the Treasurer's report is attached to these minutes. Motion to accept this report as presented; Bill Beene, second; Patti Jones.

**Frank Baxter:** Frank reminded all that he was in need of items that are needed for the Gifts and Endowment Program. Frank said that he had sent out an email to the vestry and had only one response. It appears that no one else received the request. It is hoped that we will be in a position to start the program the first of the year. Therefore, having the list submitted by each of you, we can have this approved by the vestry and move forward. The committee will be working to set up the appropriate categories trying to promote Gifts in Kind, Restricted and Unrestricted.

The committee members are: Bill Beene, Chris Fleet and Peg Goodyear. Frank Baxter is Chair. Debbie brought to the attention of the vestry that the Mary Byrd Wood Family is in the process of working on a stain glass window design to go in the women's chapel. Debbie will get back to Frank on this matter.

Frank continued with a report on Region 14. He requested that we honor our pledge to the region in the amount of \$650.00. Frank pointed out that at a recent meeting, he and Jean Mary Taylor learned that the lack of funds coming into the Diocese is shocking. The Bishop indicated that he would like to have a third Bishop and focus on youth programs. Also missions would be agreed upon before hiring individuals to handle these programs. It was also noted by the Bishop that the Diocese of Virginia has only 21 employees, whereas, the District of Columbia has 41.

**Rectors Report:** Debbie read the letter from Bishop Johnston in which he is pushing for each parish to meet their pledge to the Diocese. The letter is attached to these Minutes. Debbie reminded all of the Annual Meeting coming up on Sunday December 6, 2009.

**Senior Warden:** Chris Fleet reported that the Funds that are held and managed in Richmond showed that from a low of \$148,000, we have increased as of September end to \$175,000. This was good news. Chris asked all to look over the proposed annual report and get back to him with suggested recommendations. He felt that perhaps the new vestry could use this information as a guideline for their respective jobs. He requested a quick turnaround as the Annual Meeting is fast approaching.

Debbie suggested that the following be removed from the report. Altar Guild, Men of Calvary and Scholarships. All were in agreement.

Chris continued with information regarding the status of the Red Cross and the rental of our building. The new Director is Lea Tolson and an Open House will be held on Tuesday the 17<sup>th</sup>. Chris will attend. Hopefully, we will have an answer regarding the continuation of this rental agreement.

Chris reported on the new estimate for roof repair at the church. This was given by Terry's Roofing in the amount of \$475.00. Chris will be in touch with him as this section of the roof needs to be corrected soon, as water continues to come into the breezeway.

Chris gave a report from the nominating committee regarding those for the next class for vestry. They are: Bill Romoser, Tom Varney and Wayne Barber.

Chris stated that he had been approached by several people suggesting that we take a percent of each weeks plate offering and place in a Parish Fund. These monies could then be used for emergency situations. Discussion followed. Pete Plourd pointed out that the amount of money coming in each week would not generate enough to make this process worthwhile. Bonnie Landis said she could not understand why we would do this with so little coming in. Chris agreed with both. Debbie suggested that Chris speak with Fritz Trumbore regarding this issue to possibly get a better handle on this matter. This may be the same thing that Bill Beene is trying to do via the budget.

**Junior Warden:** Bill Romoser reported that Dennis Funk, our Sexton, has completed the painting and it looks very nice.

**Lay Assistant:** Jean Mary Taylor reported that Debbie Frankel and Althea Hardy attended a seminar at the Virginia Seminary on Christian Education. They have returned with ideas for our Christian Education program.

A Native American Ministries meeting took place this week in Fredericksburg. The meeting was dealing with the Western and Eastern Tribes. There were 26 people in attendance. There is great interest in this ministry in the Diocese of Virginia.

Jean Mary continued by telling the vestry that she had been appointed to the Diocesan Budget Committee and that Mike Kerr, who is the treasurer of the Diocese, is wonderful in the way in which he explains things so that even she can grasp the concept. Jean Mary went on to say that there has been a decrease in their emergency funds, which is a line item in their budget, and it is hope that they will be in a position to build this fund back up.

Bonnie asked if there was any chance of a pilgrimage to South Dakota this summer. Jean Mary said that it's not feasible for this summer, but that this is being looked at for the future.

**Finance:** Bill Beene informed the vestry that the 2008 "audit" was complete. He pointed out that the audit requirements for this year have changed. In the past, a report was rendered by the accounting firm giving an accounting of their finding and a statement to this effect. Bill suggested that we pursue the old method for next year.

Sharon Maddox asked if Mike Ordower had given him the amended financial statement showing the cost and expense of doing the parking lot? Sharon thinks that there is another one coming, as he indicated to Sharon that there was another on the way.

Bill continued with the state of the budget for 2009. Bill pointed out that we are \$64,000.00 short in pledges (unpaid), however, some paid more than their pledges, which put us at \$59,000.00. Bill feels that between now and the end of the year we will pick up  $\frac{3}{4}$  of this amount. Bill also mentioned that those who do not pledge, but give donations...that number is down. Bill projects that we will have a rough estimate of \$9,000 to the positive by years end.

The Proposed Budget for 2010, to be presented at the annual meeting, was presented. The question being prior to this presentation was: do we present a Faith Budget or a Stagnate Budget? Bill has presented the Faith Budget with the provision that the Parish understand that if we can not meet the bottom line we will have to, again, make cuts as we did to make ends meet this year. Much discussion followed regarding the budget and the presentation at the Annual Meeting. Bill pointed out that the budget has been highlighted in those areas that had to be cut for last year and this will be presented.

Jorie felt that in these times we should present a "balanced budget", one that is realistic and that we must be up front with the parishioners. Bill pointed out that this is a balanced budget and if we do not receive the necessary \$336,966 projected, then we will be back cutting to balance the budget on reduced revenue. Jorie continued by enforcing her thoughts that we can not spend what you do not have. Therefore, we can not reinstate the hours of the staff until we have the monies. Bill said that, hopefully, the staff will hang in there until this can be done.

Discussion followed.

Debbie will be sending a letter to the Diocese stating our financial situation and will return the requested pledge card.. She will submit the 8  $\frac{1}{2}$ %, with the understanding that this may not be possible and a cut may be necessary, as it was this year.

Motion made by Bonnie Landis to accept the budget as presented; second, Patti Jones.

A copy of this budget is attached to the minutes.

**Stewardship:** Debbie reported that to date 20 pledge cards have been received and one more received tonight for a total of 21. This does not mean they are pledgers only that the card has been returned.

**Outreach:** Richard Swanson thanked every one for the cards and phone calls during his recent medical difficulty. He thanked Jean Mary Taylor for pulling the Thanksgiving Dinner together for him.

Sandra Varney is heading up the Christmas shopping for the needy children.

The Christmas offerings were discussed and he would like these monies to be split between the three groups discussed as outreach recipients which are: Salvation Army, Women's Shelter and St. Luke Clinic.

Some discussion took place on charges for the use of Wagner Hall. Most organizations give a donation, the last group gave \$150.00. Debbie suggested that perhaps we should revisit the charges and use of Wagner hall.

**Diocese of Virginia/Region 14:** Pete Plourd/Andrea Pinard: Pete said that the time has come to register for Council. It is online and due in a couple of weeks. Jean Mary Taylor is to stay on top of this.

**Communication:** Peg Goodyear: No report.

**Fellowship:** Jorie Martin stated that the coffee hours have not gone well, so she will have to go back to calling people to do this activity on Sunday mornings. Jean Mary Taylor said that she thought that the youth group will be doing this on November 29.

**Memorials:** Bonnie Landis thanked Chris and Linda Fleet for putting together the CPR class. Bonnie wanted to know where we can get the information on the defibulator that was discussed at the class. She felt that this was a really good idea and something that we really need to have here.

Bill Beene said that Chuck Huber had gotten some information for us from a company in Winchester and the one that he would recommend cost around \$1500.00. Debbie said that this item should go on Frank's list.

Bonnie Landis informed the vestry that she has had no complaints on the plaque and no one else reported any.

**Long Range/Strategic Planning:** Chris Fleet: Nothing additional

**Old Business:** Debbie presented a hand out that the ushers will give to visitors on Sundays. It is a small fold over welcoming guests and new comers. It will be part of a small packet that also contains a card for them to fill out, a trinket of some sort and a brochure about the church and activities. This idea came from the visitation committee.

**New Business:** Executive planning meeting will be Wednesday, December 2, at 10:30 a.m. Bonnie Landis and Bill Beene will attend. Speaking points for Sunday.

Budget, Coffee Hour, Christmas offering designations and annual meeting. Pete or Chris will do the 8:00a.m. and Patti Jones will do the 10:30 a.m.

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

Respectfully submitted,

Margaret Goodyear  
Register, Calvary Episcopal Church