

**Calvary Episcopal Church**  
**Vestry Minutes**  
**October 13, 2011**

**Present:** Bill Romoser, Richard Swanson, Tom Varney, Sue Cobb, Shirley Turner, Nina Beran, Shirley Williams, Bonnie Landis, Debbie Rutter, Wayne Barber, Jean Mary Taylor

**5:00 PM Opening:** Debbie handed out copies of the stewardship letter, pledge and acknowledgment cards. No Time & Talent sheet is included because of the data base which Libby can update easily. In reading the letter Debbie explained the reasoning she and Tom went through. They also wanted to maintain simplicity for the stewardship program. Additionally this year the guidelines for health insurance and pension contributions for all lay employees who work 30 or more hours are mandatory and appropriate. Parishioners are prayerfully asked to consider Calvary, its people and mission in determining their pledge for the coming year. Expanding our knowledge of the world Anglican Church, we concluded by reading a prayer (APB 1989) from the Province of Southern Africa.

**Special Report:** Tom Ickes and Dennis Henry were present to give the vestry an update for kitchen renovation. Tom addressed what has to be done: inspections of electrical, gas, heating & cooling systems and disposing of the old range. Decisions for types of flooring (quotes for tile, wood, vinyl w/installation) and for appliances (dishwasher, refrigerator/ freezer, disposal, range, blower, and hood) need to be made. He estimated the timeline to be a month for the whole process – readying utility systems, storage of kitchen items in Wagner, removing cabinets and flooring, installing floor depending on type (wood last), installing cabinets and appliances. Summer 2012, possibly July, would cause the least disruption.

Dennis talked about fundraising. Donations now amount to \$7378. Another \$13,000 is needed at the least. Agreement was reached to start this effort in January 2012. A major part already is selling commemorative tiles for the backsplash. Nancy Daugherty has volunteered to head this project – designing the over all appearance and making the tiles individually – all without compensation. Special recognition needs to be considered for these efforts. Tom and Dennis will keep us informed as inspections and decisions progress.

**Minutes:** Don McNeill was added to the lay committee for our seminarian. The minutes were then approved.

**Treasurer and Finance Reports:** Tom reported a basic shortfall of \$10,000 for the month, leading to a \$30,000 deficit for the year. We will probably be at \$265,000 at year's end. He is currently working on next year's budget using income figures from this year. With pledges averaging \$22,000 a month, the budget will most likely be close to \$235,000. He notices that fundraising requests do have an effect on budget operations. He

cautioned to think twice before purchasing. Fuel costs are up. Church maintenance is becoming a priority. The church roof has received first-aid prevention but mostly likely will need replacement in the next few years. A capital campaign may be appropriate for that. The report was approved.

**Rector's Report:** Debbie reported on the following events: Altar Guild recognition for Sara Wickham, Pat Weichmann, and Barbara Allaire on October 23; baptisms for the Williams and Llewellyn families on November 6 and 12; one service for Christmas and New Year's Day at 10 AM only. The first meeting for Supervisory meetings at VTS was October 13. Bonnie Landis, Shirley Turner, and Richard Swanson form the Nominating Committee for new vestry members. Nominee biographies are needed by November 16 for publishing in advance of the election at the Annual Meeting on December 4. The Diocesan Pledge is due November 30. Hopefully, it will include a ½% increase from unrestricted income.

**Stewardship:** Debbie and Tom have designated October 16 for the Stewardship Sermon, the week of October 17 for mailing the letter with pledge card enclosed, and November 20 for the Blessing of Pledges received. Libby will track additions to Time & Talent on the data base.

**Senior Warden's Report:** Bonnie inquired about the status of the Cavitronix contract review after the first year. Bill has no real performance data but will ask the engineer. The oil smell is better, but not gone, especially coming in Weber and on the second floor. Bonnie said she would check the contract.

**Junior Warden's Report:** Bill said Dennis has fixed the roof and it was dry after the latest rain. The disposal problem and oven coil replacement for #128's tenant have been taken addressed.

**Memorials:** Richard was asked to think about a way to honor donations for the kitchen project, perhaps a plaque.

**Communications:** Jean Mary said Constant Contact is working well and looks very nice.

**Christian Education:** Jean Mary reported that youth classes are going well with attendance in the 8 – 12 range, an increase for us. She encouraged participation for the adult class at 9:15. Material can be downloaded in advance of the sessions. Kate Gorecki is interested in having an U2charist and is trying to schedule a time to work with our youth. It is a year-long program.

**Outreach:** Nina said the Backpack Buddies program is working well. While they are trying to maintain privacy, the kids look forward to Fridays and simply share the news with their friends. About 50 children are being helped. She and Carolyn Blacklock would like to get the \$5 amount to \$3 with careful notice of sales, etc. They currently have enough supplies through Thanksgiving. Dennis Henry will be in charge of the annual Senior Dinner on Wednesday before Thanksgiving.

**Fellowship:** Shirley Turner said things are calm at present.

**Lay Assistant:** Jean Mary reported Diocesan Training for Parish Visitors (Short Course) is scheduled for October 29. There are two sections –AM for youth workers, PM for parish visitors who would work one-on-one with elderly or handicapped. This is also for all clergy and lay leaders who were certified more than ten years ago.

**Diocese of Virginia/Region 14:** None

**New Business:** Executive planning is November 2 at 10:30. Sunday morning highlights are stewardship letters, donation of new stoves for the kitchen and fundraising to begin in next year.

Respectfully submitted,

Sue Cobb, Register