

**Minutes of the Vestry Meeting
St. Timothy's Episcopal Church
April 10, 2006**

Present: Gil Brady – *Junior Warden*, David Foster, Darlene Frick, Nan Fuller, John Harrison, Annett Inacker-Trail, Ross Johnson, Stephanie Phillips, Bill Shreve, Susan Slakey – *Senior Warden*, Tom Stolarik, Tom Six – *Treasurer*, Lavonne Bieber – *Clerk* and Maly Adams – *Priest-In-Charge*.

There, being a quorum, the meeting was called to order at 7:21 p.m. after Evening Prayer.

Item of Business #1: Acceptance of March 2006 Minutes

Motion: To accept the March 2006 Minutes.

Moved: Bill Shreve

Seconded: Darlene Frick

Passed unanimously.

Item of Business #2: Treasurer's Report

Tom reported revenues for March were \$1,469 (1.8%) over budget. This was due to pledge revenues being \$1,905 (3.6%) over budget. Pledge has exceeded budget the last two months and is now (\$11,175) under budget year-to-date. We are currently \$4,500 under budget for year-to-date. Expenses for March were \$24,849 (30%) over budget. This was due to the Rectory mortgage payments being over budget by \$13,141 for the month. In addition, Staff salaries - \$1,070 (3%), Hospitality - \$2,038, Rectory maintenance and taxes - \$2,608 and Social Services - \$6,875 were all over budget. Evangelism was \$1,361 under budget. We ran a \$23,380 deficit versus budget for the month and an actual deficit of \$23,496 for the month. We now have a year-to-date actual deficit of \$13,140 and a cumulative overall surplus of \$11,285 in the general fund. Restricted fund balances were increased by \$4,861. Cash summary, we spent \$18,635 more than we took in for the month of March.

Bill noted that pledge receipts for the first quarter will be sent out this month, which will let parishioners know if they are behind in their pledge. He also noted, that they need to start getting payments in for the Men's Retreat. David will follow up on those who have signed up but have not paid.

Motion: To accept the Treasurer's report

Moved: Darlene Frick

Seconded: Bill Shreve

Passed unanimously.

Item of Business #3: Search Committee

Susan read a report from David Wilde in his absence.

The search process has now entered the candidate review phase. Candidates have begun to submit applications, consisting of a Personal Profile (a standard form used by the Church Deployment Office), a resume and responses to the four questions on our web site. Britt Olson, our Diocesan Deployment Officer, has conducted a computer search, comparing our Position Profile with the Personal Profiles of hundreds of priests listed in the national church database. The Search Committee has contacted those priests who appeared to be the closest match and have invited them to submit applications. We have started to review candidates' applications to determine who we may want to contact for a telephone interview. To prepare for telephone interviews, the Search Committee will be conducting a practice interview to try out a set of interview questions we developed. We had asked that candidates submit their applications by Easter, but because this is a busy time for most priests, we will accept and review applications past this due date. We expect that telephone interviews will start later this month.

Item of Business #4: Rectory Improvements

Nan distributed a very detailed spreadsheet of items that need to be done to the Rectory. She identified those items that should be done prior to the new Rector's arrival with a "Y". She still needs to get bids on a few items, but her preliminary cost estimate was \$30,000.

Motion: To authorize Nan to move forward with those items marked "yes" on the list and to authorize her up to \$45,000 from the Capital Fund.

Moved: John Harrison

Seconded: Stephanie Phillips

Passed unanimously

Nan has also been taking care of the gardening, however, we are in need of finding someone who can do it on a more-steady basis. Gil will check with his Gardener to see if he would be interested.

Susan noted a need to develop a "Maintenance Plan" to continue periodic inspections to maintain the Rectory going forward. Bill suggested that it be part of the Occupancy Agreement with the Church and the Rector. John is working on developing this process.

Susan also noted, we need to provide the Search Committee with various options that can be discussed with potential candidates regarding the housing situation. Of course, it will depend on the current situation of the candidate as to what will work best for him or her. Bill will ask the Finance Committee to develop different options available to present to the Vestry for approval.

Item of Business #6: Clergy Conference

Maly reported there will be a Spring Clergy Conference – Diocesan Stewardship Event with Terry Parsons, May 11th-13th. Bill and Joanna Shreve will be attending, however, she would like one additional member from the Vestry to be present at the Conference on Saturday, May 13th. The Conference will be at St. Francis Retreat Center in San Juan Baptista.

Maly also reported that St. Timothy's has been awarded the 2006 Apostles in Stewardship Program Award. Susan will be meeting Kevin Phillips in Columbus, Ohio on June 17th to accept the award.

Susan also reminded everyone about the Tri-Deanery meeting on Tuesday, April 25 at St. Edwards to review the progress the Diocesan Evaluation and Structure Committee is making towards a new funding model for the diocese.

Item of Business #7: 10 Plus Subcommittee

Annett reported that the subcommittee's objective is to provide the Vestry with a plan for implementing "the Plus" Diocesan Model of Giving by the July meeting. We need to agree to an overall strategy by May and then develop selection and review process by July. She noted that the model should address how to: Establish faithful, intentional partnerships with select Missions and Ministries in the Diocese of El Camino Real; Encourage these Missions and Ministries to grow and become self-sustaining; and Set up a process for selecting and administering St. Timothy's partnerships. She also noted that the Vestry should rank options for implementing "the Plus" and consider a "balanced portfolio" approach. Once the Vestry agrees to overall strategy, then the subcommittee can proceed to develop the Grant process.

Item of Business #8: Ministry Faire

Tom reported he needs volunteers to host the Vestry table at the Ministry Faire following each service on April 23. He will contact people individually if needed. Ross and Gil said they would be available after the 10:30 service.

Item of Business #9: Parochial Report

While the Parochial Report was approved at the March Vestry Meeting, a review of our bylaws indicated a member without voting rights seconded the motion.

Motion: To accept the Parochial report as approved at the March Vestry Meeting.
Moved: Stephanie Phillips
Seconded: Nan Fuller
Passed unanimously.

There, being no further business, and following Words in Passing, the meeting adjourned at 9:45 p.m.

Motion: To adjourn
Moved: Tom Stolarik
Seconded: Gil Brady
Passed unanimously.

Respectfully submitted,
Lavonne Bieber, Clerk