

**Minutes of the Vestry Meeting
St. Timothy's Episcopal Church
Monday, April 9, 2007**

Present: David Foster – *Senior Warden*, Darlene Frick, Nan Fuller – *Junior Warden*, John Harrison, Paul Hayter, Ross Johnson, Lianne Mintz, Jenny Nathan, Bill Shreve, John Ezell – *Treasurer*, Lavonne Bieber – *Clerk* and The Rev.'s Nathan Speck-Ewer – *Rector* and Maly Hughes – *Priest Executive*

Absent: Sandy Watkins

There being a quorum, the meeting was called to order at 7:17 p.m. with a Prayer.

Item of Business #1: Acceptance of March 2007 Minutes

Motion: To accept the March 2007 Minutes.

Moved: John Harrison

Seconded: Darlene Frick

Passed unanimously.

Item of Business #2: Treasurer Report

John reported that revenues for March were 12.8% more than budget and year-to-date revenues were \$4,229 (1.9%) under budget. This was due to pledge revenues being 19.4% more than the budget, due to a stock transfer to fulfill an \$18,000 annual pledge and year-to-date pledge revenues being \$3,007 (2.0%) under budget. Year-to-date plate income was over budget by \$933 (12.4%). Expenses for March were \$699 under budget, with year-to-date expenses \$14,561 (6.3%) under budget. This is due to salaries and benefits being \$2,468 over budget. Our overall General Administration was \$1,113 under budget. Year-to-date we are doing better than expected. We are running an actual deficit of \$124 versus a budgeted deficit of \$10,456. We ended the month with approximately \$260,900 in cash and investments of which \$224,500 is restricted.

John also noted that with the change from a salaried Sexton to a Janitorial Service, we need an amendment to the budget to transfer \$14,000 from salaries to facilities.

Motion: To move \$14,000 from Salaries to Facilities/Buildings.

Moved: Bill Shreve

Seconded: John Harrison

Passed unanimously.

Motion: To accept the Treasurer's Report.

Moved: Bill Shreve

Seconded: Darlene Frick

Passed unanimously.

Item of Business #3: Communications/Building & Grounds Directors

Nathan distributed a document which outlined the responsibilities of the Communications Director (Chris Sudairy) and the Buildings and Grounds Director (Michele Trottier). He also noted that Ryan Pease will be our Special Project Sexton, who will be paid on a per project basis.

Item of Business #4: Staffing for Mission

Nathan reviewed the document he distributed to the Vestry last month on Staffing for Mission. He noted the 5 steps are Find, Worship, Educate, Oversee and Care.

Item of Business #5: Revisioning

Nathan reviewed the top initiatives that came out of our Revisioning process; Children's Ministry; Youth; Spiritual Formation and Community Connectivity. He also asked the Vestry for feedback on how the process went and what improvements are needed for the next time. Some of the feedback is as follows:

- Interview process was exciting
- Difficult to use outside facilitators
- Participation was great
- Smalls groups, ie Covenant Groups were good; Adhoc group participation was very low
- Felt a tremendous loss from what was on the wall from Covenant groups.
- Utilize technology
- Communication/marketing
- Should produce a booklet of all the information gathered
- Report status on initiatives in 6 or 12 months
- Overall the process was good

Item of Business #6: Preschool Update

Nathan distributed a document from the Preschool Committee with the following information.

Annett Trail is heading the committee with Cindy Howard, Michele Trottier and Gil Brady.

Objective: to assess the current state of the preschool and to recommend short-term and long-term strategies for sustaining and/or growing revenues (and maintaining profitability)

Report topics:

- assess current situation including trends in enrollment, revenue and expenses over last 3 – 5 years
- compare St. Tim's programs to other preschools in the area, including cost, enrollment and programs to determine how competitive we are in the market place
- identify our ideal market and their needs, including size and growth (e.g., families with stay at home moms within 10 miles of the church)
- to help us collect data, we plan to conduct an on-line survey to parishioners, neighbors, moms' groups, etc.
- finally, make short term and long term recommendations, where possible provide high-level estimate revenue/cost of the options

Timeline:

- issue survey and collect competitive data - April/May
- develop recommendations and review with Helen - May/June
- present findings and recommendations to vestry - June 11

There, being no further business, following Good News and Thanks, the meeting adjourned at 9:09 p.m.

Motion: To adjourn
Moved: Bill Shreve
Seconded: John Harrison
Passed unanimously.

Respectfully submitted,
Lavonne Bieber, Clerk