

**Minutes of the Vestry Meeting  
St. Timothy's Episcopal Church  
August 8, 2005**

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Present: Patrick McCleery – *Senior Warden*, Madeleine Gerdes, John Harrison, Annett Inacker-Trail , David Mintz – *Junior Warden*, Stephanie Phillips, Bill Shreve, Tom Stolarik, Tom Six – *Treasurer*, Lavonne Bieber – *Clerk*, the Rev.'s Kevin Phillips - *Rector* and Maly Adams - *Priest Executive*.

Absent: Gil Brady, Sam Fouquet, Nan Fuller and Susan Slakey

There, being a quorum, the meeting was called to order at 7:24 p.m. after Evening Prayer.

**Item of Business #1: Acceptance of July 2005 Minutes**

Motion: To accept the July 2005 Minutes.

Moved: Stephanie Phillips

Seconded: John Harrison

Passed unanimously.

**Item of Business #2: Treasurer's Report**

Tom reported revenues for July \$6,691 (11.1%) over budget. Year-to-date revenues are \$53,267 (10%) over budget. This is due to pledge income for July was \$7,172 (14.9%) over budget and year-to-date is \$43,645 (13%) over budget. Other income was \$725 over budget. Investment income was \$850 over budget and plate and holiday was \$590 over budget for July and continues to be ahead of budget for the year. Expenses for July were \$3,800 (5.5%) under budget. Year-to-date expenses are \$15,948 (3%) under budget. This was due to salaries and benefits were \$1,900 under budget as we continue to see savings from the new health plan. General Administrative expenses were \$1,000 under budget and outside Parish support was \$900 under budget. Due to our excess pledge revenues and Office expense savings, we ran a \$10,500 surplus vs. budget for the month and an actual surplus of \$1,100 for the month. We have a year-to-date actual surplus of \$69,215 in the general fund and a cumulative overall surplus of \$46,194 in the general fund. Restricted fund balances were essentially unchanged (net increase of \$400) in July. Cash summary, we took in \$1,500 more than we spent for the month of July.

Motion: To accept the Treasurer's report

Moved: Bill Shreve

Seconded: Annett Inacker-Trail

Passed unanimously.

**Item of Business #3: Endorsement of C. Robinson**

Motion: To approve the endorsement of Christopher Robinson to the priesthood.

Moved: Bill Shreve

Seconded: Patrick McCleery

Passed unanimously.

**Item of Business #4: Add J. Stube to Signature Authorization**

Motion: To add Jonathan Stube to the signature authorization for signing checks.

Moved: Annett Inacker-Trail

Seconded: Madeleine Gerdes

Passed unanimously

**Item of Business #5: Edwards Hall**

Maly reported that the carpet has been ordered and will be installed on September 8 and that she is getting together a group to paint prior to the installation. She also reported Bryan Wilde has completed the fascia work.

**Item of Business #6: Staff Salary Review**

Patrick reported on behalf of Sam. They will work through the policy during the budget cycle. John Ezell has some information from the Boston area they can use and Sam is obtaining additional information from other non-profit organizations. They want to use this as a guideline for recommendations to the Finance Committee. They are suggesting that this information be reviewed every 2 years.

**Item of Business #7: Rector Succession Plan**

The committee has not yet met due to vacations, however, Kevin presented two alternative plans – Traditional Process and New Transition Process, which were discussed and a list of pros and cons were developed (see attachment). He also noted a third option, “New New” Transition.

**Item of Business #8: Bishop Report**

Bill attended one of the Bishop Meetings. He noted that only the Bishop was present, there were no other clergy present. They broke up into groups and discussed four questions. It was a good opportunity to see what other parishes are doing. In summary, they want more trust and better communication with the next Bishop. He also noted that they would probably generate a report once the last meeting has occurred.

**Item of Business #9: Gourmet Dinner**

Motion: To move forward with having the Gourmet Dinner in October.  
Moved: Madeleine Gerdes  
Seconded: Patrick McCleery  
Passed unanimously.

Madeleine has volunteered to be the Project Leader for the dinner.

**Item of Business #10: Stewardship**

Annett suggested that we be pro-active in the stewardship campaign this year. Annett will serve Patrick on the Stewardship Committee.

There, being no further business, and following Words in Passing, the meeting adjourned at 9:35 p.m.

Motion: To adjourn  
Moved: Patrick McCleery  
Seconded: Madeleine Gerdes  
Passed unanimously.

Respectfully submitted,  
Lavonne Bieber, Clerk

Attachment

Attachment:

**TRADITIONAL – Vestry arranges Search Committee; Bishop arranges for Interim , Vestry runs Parish – Interim handles pastoral and sacramental issues – usually one year.**

**Pros**

- Deliberate & cautious
- Allows emotional diffusing
- Well known/understood process
- Develop Lay Leadership
- “Eye opening” period.
- Receive outside support
- Receive Diocesan support

**Cons**

- Stagnant period for Parish
- Lose revenue/parishioners
- Leadership vacuum
- Burn-out after long process
- Destructive chaos

**NEW TRANSITION PROCESS – Search Committee formed while Rector is still in place – Rector has no involvement in process – new Rector selected and can be briefed by departing Rector. (Ideal when reaching retirement).**

**Pros**

- Smoother transition
- Current ministries remain in place
- Opportunity for hand-off
- More financial continuity
- Deliberate & cautious
- Trust factor
- History of process from other parishes

**Cons**

- Can't back load
- Don't have time to self differentiate
- Transference
- No time for celebration

**“NEW NEW” TRANSITION – Parish profile is constantly being rewritten/generated.**