

**Minutes of the Vestry Meeting
St. Timothy's Episcopal Church
August 14, 2006**

Present: David Foster, Darlene Frick, John Harrison, Annett Inacker-Trail, Ross Johnson, Stephanie Phillips, Bill Shreve, Susan Slakey – *Senior Warden*, Tom Stolarik, Tom Six – *Treasurer* and Lavonne Bieber – *Clerk*

Absent: Gil Brady – *Junior Warden*, Nan Fuller and Maly Hughes – *Priest-In-Charge*

There being a quorum, the meeting was called to order at 7:20 p.m. after Evening Prayer.

Item of Business #1: Acceptance of July 2006 Minutes

Motion: To accept the July 2006 Minutes.

Moved: John Harrison

Seconded: Darlene Frick

Passed unanimously.

Item of Business #2: Treasurer's Report

Tom reported revenues for July were \$6,772 (10.42%) over budget. Year-to-date revenues are \$19,447 (3.45%) under budget. This is due to pledge revenues being \$10,566 (20%) over budget. Year-to-date pledge revenues are \$15,681 (3.93%) under budget. Building use for July and year-to-date is slightly above budget. Investment income for July was \$2,171 over budget as we continue to see the benefits of higher rates on our cash accounts. Plate and Holidays was \$1,853 (49%) under budget for the month and \$10,941 (45%) under budget for the year. Expenses were \$2,767 (3.8%) under budget. Year-to-date expenses are \$3,625 (.7%) under budget. This is due to salaries/benefits being \$3,384 under budget; Rector Search was \$3,126 over budget as moving expenses start to come in. Rectory Maintenance was \$612 over budget, and both Rectory Mortgage (\$1,935) and Evangelism (\$1,361) were under budget. Due primarily to higher pledge revenues offsetting higher Rector Search costs, we ran a \$9,539 surplus versus budget for July. We had an actual surplus of \$1,303 for the month (note we anticipated having an \$8,236 deficit for the month). We have a year-to-date actual deficit of \$7,217 and a cumulative overall surplus of \$17,208 in the general fund. Restricted fund balances were increased by \$4,690. Cash summary, we took in \$5,993 more than we spent for the month.

Motion: To accept the Treasurer's report

Moved: Bill Shreve

Seconded: John Harrison

Passed unanimously.

Susan reported that Kevin and Holly Phillips have agreed to pay a total of \$6,415.62 towards the repairs of the Rectory. They requested to pay it in monthly installments of \$500 per month. An agreement to this affect was written by Bill and David and presented to them.

Susan also reported that she has accepted the resignation of Tom as Treasurer. She asked if anyone knew of a financial person in the Parish to let her know.

Susan distributed a copy of Nathan's Employment Agreement to each Vestry Member. As noted this will be included in the packets for new Vestry members each year, so that they are aware of the Employment Agreement between St. Timothy's and Nathan.

Item of Business #3: Farewell for Peter Rehwaldt

Lavonne reported that Peter Rehwaldt's last Sunday will be August 27, 2006. We will be presenting him with a gift at each service. We will also have cake for him after the 10:30 in appreciation of his support during this interim period.

Item of Business #4: Youth Ministry Update

Susan reported that in the interim, Holly Hem has agreed to work part-time, 10 hours a week at \$15.00 per hour beginning September 1, 2006. We also have Youth Mentors who will support special events.

Item of Business #5: Gourmet Dinner

Lavonne reported that the Gourmet Dinner is on Saturday, October 28 and that Madeleine Gerdes and Stephanie have agreed to be Co-Project Leaders. A sign up sheet was distributed and each Vestry Member was asked to sign up to be a team leader for one of the teams.

Item of Business #6 – Installation of Nathan Speck-Ewer

Susan reported that the Installation of Nathan as the new Rector of St. Timothy's will be Thursday, September 14 at 7:00 p.m. She noted that invitations were being mailed. It was suggested that we also send invitations to members of Santa Maria Urban Mission and other Community Services that we are involved in and also to the Mayor and City Council Members for Sunnyvale and Mountain View. Darlene suggested that the Installation be video taped for those parishioners who will be unable to attend.. John Harrison will look into having it taped. Lavonne also noted that there will be a reception following and that we are asking parishioners to bring an hors d'oeuvre and that volunteers to help set up, clean up and serve wine and champagne were also needed.

Item of Business #7: Welcoming Committee

Susan noted that the Photo Scrapbook will be mailed tomorrow via federal express, so that Nathan and April will receive it before they leave.

Susan also reported that Sue Ellen Johnson is heading up the Welcoming Committee and is doing a fabulous job. She has been in constant contact with Nathan and April to determine their needs. She also provided Susan with a written report listing the items they are working on. Gwen Bindon is putting together a Welcome Basket; Nan Fuller is preparing the house so that they can "Camp Out" until their furniture arrives; Ross Johnson will assist in getting their home computer/network set up; Nan Fuller and Christine Foster are preparing a packet of resources and a contact list; Kathy Mendoza is coordinating meetings with Covenant Groups; Amy Hartley is arranging for a combined Jr./Sr. High event; and Linda Peterson-Fouquet is identifying parishioners who are not in a Covenant Group to meet with him. Arrangements are also being made to meet with the various Ministries.

It was confirmed that the Vestry Dinner with Nathan and April is on Friday, September 22.

Item of Business #8: Search Committee Recognition

Susan asked for suggestions on how to officially recognize the Search Committee Members.

Motion: To purchase a \$75.00 American Express Gift Card for each member of the Search Committee and send it with a letter of appreciation from the Vestry.

Moved: Darlene Frick

Seconded: Annett Inacker-Trail

Passed unanimously.

Annett volunteered to purchase the gift cards and prepare a letter. We will also formally acknowledge them at the Annual Meeting.

Item of Business #9: 2007 Budget Review

As requested from the July Vestry meeting, Tom distributed a draft of what the 2007 budget may look like. This will help the Vestry in preparation for the Stewardship Campaign.

Bill reported that there has been an Auditor reviewing our books. Some of the items of note are 1) a note stating 5% to Social Services should be on the Pledge card; 2) define which Staff members are exempt versus non-exempt and that non-exempt employees must complete a time card; 3) review of certain documentation required for Child Care Providers; 4) Volunteer Child Care Providers do not need time cards; and 5) should BLSN be on our books. These will all be reviewed.

Item of Business #10: Plus Committee

Annett reported that they have drafted an Application and Terms for Participation and Collaboration. They will also be drafting a cover letter. She will forward the documents to the Clerk to distribute to the Vestry to review and provide feedback. She also reviewed a document prepared by Joanna Shreve projecting what "Plus" we might have, based on the draft of the four funding proposals that are being considered.

She also noted that the next Tri-Deanery Meeting is Sunday, August 27 at 2:00 p.m. at St. Edwards.

There, being no further business, the meeting adjourned at 9:49 p.m.

Motion: To adjourn
Moved: Darlene Frick
Seconded: Ross Johnson
Passed unanimously.

Respectfully submitted,
Lavonne Bieber, Clerk