

**Minutes of the Vestry Meeting  
St. Timothy's Episcopal Church  
Saturday February 16, 2008**

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Present: David Foster – *Senior Warden*, Darlene Frick, Madeleine Gerdes, Paul Hayter, John Heltzel, Ross Johnson, Lianne Mintz, Jenny Nathan, Christopher Paul, Lavonne Bieber – *Clerk*, The Rev.'s Nathan Speck-Ewer – *Rector* and Maly Hughes - *Priest Executive*

Absent: John Ezell and Sandy Watkins

Guest: Robert Seifert

There being a quorum, the meeting was called to order at 2:02 p.m. with Prayer.

**Consent Agenda**

Nathan asked to move the Quiet Effort Report to the Regular Agenda.

Motion: To accept the Consent Agenda as modified and approve the January Vestry Meeting Minutes, Planned Giving Policy Task Force and Staff Salary Increases as reported.

Moved: Ross Johnson

Seconded: Lianne Mintz

Passed unanimously.

**Regular Agenda**

**Item of Business #1: Rector's Report**

Nathan noted that he will start presenting a Ministry Report each month before the Treasurer's Report which will include information on attendance, pledges, etc.

We reviewed the Revision Document and the four Initiatives. Nathan reported that Joanna Shreve is working on finding leaders for the Children's Ministry and Youth Ministry Initiatives. Once the leaders are identified, he would like to get 50% of the parents to meet and begin working on the Children's Ministry and Youth Ministry. Christopher, David and Jenny volunteered to assist in getting participants involved in the Children's Ministry and Madeleine, John and Lianne volunteered to assist getting participants in the Youth Ministry.

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

David reviewed the Treasurer's report in John's absence. Revenues were under budget for January by \$11,161 (15%). This was due to pledge revenues being \$12,618 (26%) under budget, which January is typically a slow month. We also received \$45,000 in prepaid pledges that are amortized into income over the year. Plate income was under budget by \$890. The Preschool income was over budget by \$3,170 (19.7%), due to three families who paid for 2 months and five families who paid up their outstanding tuition from December. Operating expenses for January were normal. Our total operating expenses are \$16,480 (19.9%) under budget. This is due to the year-to-date salaries and benefits were under budget because of reduced hours paid to our care providers because of less hours worked and clergy pensions being billed and paid quarterly. Worship expenses are over budget due to uneven spending through the year. We budgeted a net deficit for January of \$8,372 and ended with a net deficit of \$3,053. We ended January with approximately \$306,800 in cash and investments of which \$240,136 is restricted.

Motion: To accept the Treasurer's Report

Moved: Darlene Frick

Seconded: Paul Hayter

Passed unanimously.

**Item of Business #3: Junior Warden Election**

David asked for nominations for Junior Warden. Lianne nominated Paul Hayter. There were no other nominations.

Motion: To elect Paul Hayter as Junior Warden.  
Moved: Lianne Mintz  
Seconded: Madeleine Gerdes  
Passed unanimously

**Item of Business #4: Julie Nelson Diaconate Approval**

Motion: To endorse Julie Nelson to Diaconate.  
Moved: Darlene Frick  
Seconded: Madeleine Gerdes  
Passed unanimously.

**Item of Business #5: Signature Authority**

Motion: To approve the following individuals as authorized signatures to sign checks on the Heritage Bank of Commerce account for St. Timothy's.

- David Foster – Senior Warden of the Vestry
- Paul Hayter – Junior Warden of the Vestry
- Lavonne Bieber – Clerk of the Vestry
- Christina Sudairy – Communications Director
- Joanna Shreve – Financial Administrator

Moved: Madeleine Gerdes  
Seconded: Jenny Nathan  
Passed unanimously.

**Item of Business #6: Consultant Analysis and Recommendations**

Nathan reviewed sections of the book “Thriving Churches in the Twenty-First Century” that he distributed and noted that as recommended by the Consultant, Daniel Reeves, he will be meeting with Daniel one on one in the next few weeks.

**Item of Business #7: Quiet Effort Report**

Nathan reported that Ric McCormick will be taking the lead on the next stages of the Quiet Effort that he and David have been working on to raise funds to eliminate the parish debt and gain a children's minister, add staffing and program funds for youth ministry, funding for marketing/advertising and to help build La Roca. Nathan noted that Ric felt that we should concentrate only on eliminating the parish debt to gain a children's minister and staffing and program for youth ministry at this time.

**Item of Business #8: Planned Giving Society**

Nathan reported that the Planned Giving Society is a service, not a fundraising tool and that we need to put a policy in place. He also noted that Mike Drew who is leading this indicated that we need to decide on a name. A couple suggestions from Mike were Millennium Society or Oak Society.

Motion: To call it The Heritage Oak Society.  
Moved: David Foster  
Seconded: Christopher Paul  
Passed unanimously.

There, being no further business, following Good News and Thanks, the meeting adjourned at 4:00 p.m.

Motion: To adjourn  
Moved: John Heltzel  
Seconded: Jenny Nathan  
Passed unanimously.

Respectfully submitted,  
Lavonne Bieber, Clerk