

**Minutes of the Vestry Meeting
St. Timothy's Episcopal Church
July 14, 2003**

Present: Kate Wilson – *Senior Warden*, Hugo Patterson – *Junior Warden*, Becky Mikkelsen, Ross Johnson, Patrick McCreery, Sam Fouquet, Julie Nelson, Antony Barton, Phil Bullock – *Treasurer*, Lavonne Bieber - *Clerk* and the Rev. Maly Adams - *Priest Executive*

Absent: David Mintz, Mike Ball and Chas Dreyfus

The Rev. Kevin Phillips – *Rector*, is on Sabbatical. The Rev. Maly Adams – *Priest Executive* chaired the meeting in the Rector's absence.

There being a quorum, the meeting was called to order at 7:18 p.m. after Evening Prayer.

Item of Business #1: Acceptance of June 2003 Minutes

Motion: To accept the June 2003 minutes.

Moved: Kate Wilson

Seconded: Patrick McCreery

Passed unanimously.

Item of Business #2: Letter from Santa Maria Urban Mission

Kate read a letter signed by Lawrence Robles from Santa Maria Urban Mission thanking us for the recent contribution from our 50th Anniversary Celebration. He also noted they were looking forward to our annual Gourmet Dinner.

Item of Business #3: Kevin's Evaluation

Kate asked the Vestry to remember the deadline to submit their comments for Kevin's evaluation.

Item of Business #4: Youth Ministry Search/Fundraising

Maly reported that Holly Hem has accepted the position of Youth Minister. She will start on August 15. We are still approximately \$20K short for the 3 year commitment.

Item of Business #5: Gourmet Dinner

Becky noted that the date should be Saturday, October 18 instead of Friday, October 17, as noted in the June Vestry Minutes. We will keep the cost at \$45.00 per person.

The following action items were identified:

- Maly will talk with Peggy about putting together a menu selection.
- Becky has spoken with Pat McCormick and will work with her on Setup/Decoration.
- Ross will check on Entertainment.
- Antony will work on the Kitchen Staff.
- Julie will handle Nursery and childcare.
- Julie will work with Sara on promotion – information in The Word Weekly and The Word Monthly and also the web site.
- Sam Fouquet will handle finance/ticket sale.
- Maly will talk with David Foster and Jennifer Ezell about helping.
- Patrick will check on cost of wine.

- Holly Hem will be asked to get volunteers from the Youth Group to help serve.

Item of Business #6: Treasurer's Report

The treasurer distributed the Treasurer's report for July. Of note, pledges are on budget, but loose plate is a little behind. Preschool tuition is ahead. Outside Parish support is under budget. The 50th Anniversary results are in the hole for about \$1K, however, we still have coffee mugs and hats to sell. Cash is almost double what it was last year at this time.

Motion: To accept Treasurer's report for July
Moved: Hugo Patterson
Seconded: Ross Johnson

Phil noted we will review the report from the Finance Auditor at the August meeting.

Item of Business #7: Vestry Roles and Responsibilities

Maly noted that each Vestry is a little different and there is no written documentation detailing the roles and responsibilities of the Vestry. Kate noted it is more advisory then administrative. After some discussion it was suggested that we discuss further with Kevin when he returns in September. It was also requested that we understand the responsibilities of the Finance Committee.

Item of Business #8: Cooling System in Church

Maly reported that they have received only one bid so far in the amount of \$6,000 suggesting putting in windows. They are still waiting for one additional bid.

There being no further business, and following Words in Passing, the meeting adjourned at 9:11 p.m.

Motion: To adjourn
Moved: Hugo Patterson
Seconded: Julie Nelson
Passed unanimously.

Respectfully submitted,
Lavonne Bieber, Clerk