

**Minutes of the Vestry Meeting
St. Timothy's Episcopal Church
June 13, 2005**

Present: Patrick McCreery – *Senior Warden*, Gil Brady, Sam Fouquet, Nan Fuller, Madeleine Gerdes, John Harrison, Stephanie Phillips, Susan Slakey, Tom Stolarik, Tom Six – *Treasurer*, Lavonne Bieber – *Clerk*, the Rev.'s Kevin Phillips - *Rector* and Maly Adams - *Priest Executive*.

Absent: David Mintz – *Junior Warden*, Annett Inacker-Trail and Bill Shreve

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

Item of Business #1: Acceptance of May 2005 Minutes

Motion: To accept the May 2005 Minutes.
Moved: Stephanie Phillips
Seconded: Susan Slakey
Passed unanimously.

Item of Business #2: Treasurer's Report

Tom reported revenues for May were \$17,868 (22.9%) over budget. Year-to-date revenues are \$35,413 (9%) over budget. This is due to pledge income was \$8,258 (17%) over budget and the year-to-date pledge income is \$29,459 (12.3%) over budget. Expenses were \$2,223 (3.2%) under budget. Year-to-date expenses are \$10,225 (2.6%) under budget. This is due to salary and benefits were \$2,000 under budget for the month as we begin to see the savings from the new benefits plan. Due primarily to pledge and Nursery School revenues, we ran a \$20,000 surplus versus budget for the month and an actual surplus of \$29,300. Restricted fund balances decreased by \$6,022 in May. Cash summary, we took in \$23,322 more than we spent. However, \$4,000 of that is from the rummage sale that has not been spent yet. We are also expecting about \$53,000 from a stock donation that took place in late May. The proceeds are planned on being allocated as follows: \$35,000 to the Youth Ministry Fund, \$15,000 for the donor's annual pledge, \$1,000 to the Percussion Fund and \$2,000 to the Mission Fund.

Motion: To accept the Treasurer's report
Moved: Patrick McCreery
Seconded: Susan Slakey
Passed unanimously.

Item of Business #3: Our Vestry Process

Kevin noted that at last month's meeting, Sam, Susan and Gil could not complete their report on the Staff Salary Schedule due to poor Vestry process. This is going to be the most critical decision the Vestry will make this year therefore we need to practice good process. There are two main components in the Vestry process, 1) Monitor our own behavior and 2) Monitor what's happening in the group. The Vestry Norms exist as a guide to be used. Kevin asked each member to share his or her feelings of the meeting last month. After much discussion, Kevin noted that everyone has authority to raise questions in our process.

Item of Business #4: Staff Salary Schedule

Kevin asked Sam, Susan and Gil to present their presentation and for the Vestry members to wait until the end to ask questions. The committee feels that we need to develop a salary schedule that is linked to performance. There are three major items that need to be considered, 1) Annual review of

compensation, 2) Cost of Living and 3) Succession Planning. The Vestry will discuss this topic again next month to determine the next steps.

There, being no further business, and following Words in Passing, the meeting adjourned at 9:55 p.m.

Motion: To adjourn
Moved: Susan Slakey
Seconded: Sam Fouquet
Passed unanimously.

Respectfully submitted,
Lavonne Bieber, Clerk