

**Minutes of the Vestry Meeting
St. Timothy's Episcopal Church
March 14, 2005**

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

Absent: David Mintz

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

Item of Business #1: Acceptance of February 2005 Minutes

Motion: To accept the February 2005 Minutes.

Moved: Sam Fouquet

Seconded: Stephanie Phillips

Passed unanimously.

Item of Business #2: Treasurer's Report

Tom reported February was a good month. Revenues for February were \$7,315 (9.4%) over budget. Year-to-date revenues are \$14,257 (9%) over budget. This is due to pledge income for February being over budget by \$10,852 (23%) and year-to-date pledge income being over budget by \$15,874 (16.5%). Expenses for February were \$454 (.6%) under budget. Year-to-date, our expenses are \$11,724 (7.3%) under budget. This was due to benefits for February were about \$2,500 over budget and Social Services and Evangelism were under by about \$2,500 for February, leaving us right at budget. Due to our revenues, we ran a \$7,768 surplus versus budget for the month of February and an actual surplus of \$15,265 for the month. We have a year-to-date actual surplus of \$21,675 in the general fund.

Motion: To accept the Treasurer's report

Moved: Tom Stolarik

Seconded: Susan Slakey

Passed unanimously.

Motion: Resolved, the Vestry of St. Timothy's authorizes the Treasurer and Financial Administrator to reimburse the affected employees up to \$2,750 for the amount of the out-of-pocket medical expenses over \$1,250. Employees should submit the explanation of benefits and checks as evidence of the amounts spent once they exceed \$1,250.

Moved: Patrick McCreery

Seconded: Bill Shreve

Passed unanimously.

Item of Business #3: Patterson Building Plan

Kevin reported he spoke with Jane Yang and got clarification that the Champion Youth Enrichment School would contribute half of the cost of the Patterson Building Plan. He indicated that the first step would be to get a preliminary estimate of the project before we could make a decision to move forward.

Motion: To authorize up to \$5,000 to have John Miller, Architect, draft preliminary architectural plans for the Patterson Building Plan.

Moved: Stephanie Phillips

Seconded: Annett Inacker-Trail

Passed unanimously.

Item of Business #4: Salary Review

Sam reported that this is a much bigger project than anticipated. He also noted that we are under funded for the Charter they gave. If we are to get to a larger church, they need to review the current job descriptions and determine what role each person has in growing the church.

Motion: To develop a new Charter identifying the ambiguous and complexity of establishing a salary schedule for their Staff..

Moved: Tom Stolarik

Seconded: Patrick McCreery

Passed unanimously.

Item of Business #5: Executive Briefing on Sabbatical Year Evaluation & Initiatives

Kevin distributed the outline for the evaluation process. He also noted that the Strategic Planning Committee would over see this project.

Item of Business #6: ECUSA Office of Liturgy & Music

Kevin reported that the ECUSA has asked that we host a consultation on Liturgy in May. Clay Morris and 14 other people would visit to review our liturgy. He also noted that the Diocese of California has asked that St. Timothy's do a 2 ½ hours workshop on Ministry and Technology.

Item of Business #7: Bishop Ed. Leidel Visit

Kevin showed a 20-minute video of the Friday meeting with the Rt. Rev. Ed Leidel for review and discussion.

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

Motion: To adjourn

Moved: Susan Slakey

Seconded: Stephanie Phillips

Passed unanimously.

Respectfully submitted,
Lavonne Bieber, Clerk