

**Minutes of the Vestry Meeting
St. Timothy's Episcopal Church
March 13, 2006**

Present: Gil Brady – *Junior Warden*, David Foster, Darlene Frick, Nan Fuller, John Harrison, Annett Inacker-Trail, Ross Johnson, Stephanie Phillips, Bill Shreve, Susan Slakey – *Senior Warden*, Tom Stolarik, Tom Six – *Treasurer*, Lavonne Bieber – *Clerk* and Maly Adams – *Priest-In-Charge*.

Guest: David Wilde

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 2006 Minutes

Motion: To accept the February 2006 Minutes.

Moved: Darlene Frick

Seconded: Nan Fuller

Passed unanimously.

Item of Business #2: Treasurer's Report

Maly noted that the Treasurer is considered an Officer of the Corporation, therefore, he has voting rights.

Tom reported revenues for February were \$2,439 (2.9%) under budget. This was due to Nursery School revenue being \$1,965 (10.6%) under budget for the month and Plate and Holidays income being \$1,901 (51%) under budget. Pledge income was over budget by \$2,873 (5.4%) and is now \$13,000 under budget year-to-date. Expenses were \$12,870 (17.5%) under budget. This was due to Rectory Mortgage payments being under budget by \$9,900, Rector search is under budget by \$500, Salaries under budget by \$900 and Hospitality under budget by \$527. These savings were offset by Rectory maintenance and taxes that were over budget by \$525. We ran a \$10,431 surplus versus budget for the month and an actual surplus of \$19,882 for the month. We now have a year-to-date actual surplus of \$10,356 and a cumulative overall surplus of \$34,781 in the general fund. Restricted fund balances decreased by \$3,291. Cash summary, we received \$16,591 more than we took in for the month of February.

Tom also noted that Holly Hem has resigned as of March 1, 2006 as Youth Ministry Coordinator for the Diocese, but will continue to be Youth Ministry Coordinator for Santa Clara County.

Motion: To accept the Treasurer's report

Moved: Bill Shreve

Seconded: John Harrison

Passed unanimously.

Item of Business #3: Strategic Planning Commission

Lavonne reported that the Strategic Planning Commission would own and review the Revision Process. Nelson Frick and Jack Bindon are leading the Commission in the process.

Item of Business #4: Search Committee

David Wilde reported that the forms have been completed and submitted for posting on the National database. They have had applicants who have apparently reviewed our web site and have submitted their resumes directly to the Search Committee instead of going through Britt Olson. There is a deadline of April 16, 2006 to submit applications. Britt suggested that members of the committee go to the home church of potential candidates instead of requesting them to travel here. The committee is developing a set of interview questions that they will use for each candidate. Communication to the Parish on the search process will be done via the web site and the Word Weekly monthly.

Item of Business #5: Rectory Improvements

Nan reported that they had a termite inspection done, which they found that there are subterranean termites everywhere. Nan has started to make a list of items that she feels needs to be done, such as painting, new carpet, electrical, plumbing, fence repair, etc. She will put together a complete list. She will also obtain estimates for the big items needed to be done by contractors and list those items that may be done by parishioners to present to the Vestry at the April meeting.

Item of Business #6: Rectory Financing

Bill reported that Wells Fargo Bank has signed off and approved the loan for the Rectory. They are hoping that funding will take place this week. Bill also noted that when the bank had the appraisal done, the appraisal came in at \$70,000 less than the original appraisal, therefore, the loan amount was based on an appraisal of \$970,000, but the most recent appraisal came in at \$900,000.

Item of Business #7: Additional Clergy

Maly reported that she has hired The Rev. Peter Rehwaldt for \$2,000 a month with no other benefits. Peter requested that his salary be used for housing.

Motion: Resolved that the \$2,000 a month salary the Rev. Peter Rehwaldt receives from St. Timothy's during his temporary assignment as assistant clergy is designated as a "parsonage allowance" under IRS regulations.

Moved: Bill Shreve
Seconded: Darlene Frick
Passed unanimously

Item of Business #8: Parochial Report

Maly noted that the Parochial Report has been filed electronically. She distributed a copy for the Vestry members to review and approve.

Motion: To accept the Parochial Report as reported.
Moved: Stephanie Phillips
Seconded: Tom Six
Passed unanimously.

Item of Business #9: E-mail Process

Lavonne noted that we might need to approve resolutions outside of the normal Vestry meeting. In these situations, we need to follow the same process for approving them through e-mail as we do in the meeting. Therefore, when a resolution is sent out, the first person to respond will need to move to accept the resolution, the second person to respond needs to second it and then the remaining members can vote yes or no.

Item of Business #10: Ministry Faire

Susan reported that there is going to be a Ministry Faire on Sunday, April 23 and that there will be a table for the Vestry. She noted that we need someone to assign times to the Vestry members to be present. Tom Stolarik volunteered to get sign-ups.

Additional Note: David noted that according to our bylaws, officers of the corporation only having voting rights if they are otherwise elected members of the Vestry. They do have a seat and voice, but no rights to vote. Therefore, the Treasurer does not have a voting right. Maly indicated this can be discussed further with Robert Seifert.

Item of Business #11: 10 Plus Adoption Next Steps

Susan reported that the letter was sent and the responses have been very positive. There will be a Tri-Deanery Meeting on Tuesday, April 25 from 7:00-9:00 p.m. at St. Edwards in San Jose. She noted we have taken a leadership in the 10-Plus funding model, therefore, we need to support our decision and be present at the Deanery meetings. She has asked that the Vestry members attend the meeting if possible. Bill, Tom and Darlene confirmed their attendance. Tentatively, Gil, Ross and Annette plan to attend.

Motion: To form a sub-committee to develop a process for the Plus portion of the 10-Plus funding model.

Moved: David Foster

Seconded: Bill Shreve

Passed unanimously.

Annett has volunteered to head the committee along with Gil Brady and Stephanie Phillips from the Vestry. Annett will invite 2 or 3 other individuals to join the committee.

Item of Business #12 – Edwards Hall Projector

John reported that he has been researching the cost of putting a projector in Edwards Hall, which will have the wires in the rafters and will be permanent. He has found one that is around \$2,500 including installation.

Motion: To authorize John Harrison to spend up to \$3,000 from the Mission Fund to purchase and install a projector in Edwards Hall.

Moved: Bill Shreve

Seconded: Gil Brady

Passed unanimously.

There, being no further business, and following Words in Passing, the meeting adjourned at 9:31 p.m.

Motion: To adjourn

Moved: Darlene Frick

Seconded: Bill Shreve

Passed unanimously.

Respectfully submitted,
Lavonne Bieber, Clerk