

**Minutes of the Vestry Meeting
St. Timothy's Episcopal Church
November 10, 2003**

Present: Kate Wilson – *Senior Warden*, Hugo Patterson – *Junior Warden*, Becky Mikkelsen, Patrick McCreery, Sam Fouquet, Julie Nelson, Mike Ball, David Mintz, Joanna Shreve – *Financial Administrator*, Lavonne Bieber – *Clerk*, the Rev.'s Kevin Phillips - *Rector* and Maly Adams - *Priest Executive*.

Guests: Helen Wooldridge and Bill Shreve

Absent: Antony Barton and Ross Johnson

There, being a quorum, the meeting was called to order at 7:25 p.m. after Evening Prayer.

Item of Business #1: Acceptance of October 2003 Minutes

Motion: To accept the October 2003 Minutes.
Moved: Sam Fouquet
Seconded: Julie Nelson
Passed unanimously.

Item of Business #2: Treasurer's Report

Kevin read a letter from Phil Bullock formerly resigning his position as Treasurer. Kevin has asked Bill Shreve to assume the role of Treasurer in the interim for a period of one year to brief and train Tom Sixx. Kevin is hoping that Tom will assume the role of Treasurer. Kevin has spoken with Tom, but he hasn't formerly accepted the position. Tom is currently a member of the Finance Committee.

Bill Shreve reported that pledges are running behind. YTD we have spent approximately \$46,850 more than we have. Expenses have been kept under control. Plate is running low, however, we tend to get more around Thanksgiving and Christmas. We do, however, have enough cash to finish the year.

Motion: To accept the Treasurer's report.
Moved: Becky Mikkelsen
Seconded: David Mintz
Passed unanimously.

Item of Business #3: Nursery School Budget

Helen Wooldridge presented the Nursery School budget for 2004. She is proposing a 3% salary increase and an increase in tuition. They currently have 81 students, with 2 more coming in. There are some extra funds due to the new no refund policy, which was instituted in 2003. This amount is around \$4,000, which may need to be used for a new fence around the playground.

Motion: To accept the Nursery School tuition increase as presented.
Moved: Mike Ball
Seconded: Kate Wilson
Passed unanimously.

Item of Business #4: 2004 Budget

Bill Shreve reported we have received 140 pledges to date. He has based the proposed 2004 budget on what we have received so far. Last year they used 96% of budget and we are currently looking at coming in at 92% for 2003, therefore, he is suggesting using 92% for 2004.

Kevin noted that the Nursery Care Coordinator position has been put on hold until the budget process is complete. He also suggested that the Youth Minister position show as a draw from Restricted Funds.

Item of Business #5: Gourmet Dinner

David reported that the Gourmet Dinner went very well. Not all receipts have been turned in, so we do not have an exact amount yet. We do know that the auction did bring in approximately twice the amount from last year. He also noted that we will need more support in set-up and clean-up next year.

Item of Business #6: Facilities

Hugo presented two possible design options that John Miller had prepared. The Vestry asked Hugo to come back with one option using a combination of the two plans presented.

Item of Business #7: Social Services Retreat

Patrick participated in the two day Social Services Retreat. The Social Services Committee is trying to reinvigorate the group. Laurel Johnson will be taking over the leadership of this Committee. Laurel comes with non-profit experience. They have redefined their Mission Statement and have changed their name to "Faith in Action". Patrick suggested that Laurel be invited to address the Vestry at a future meeting.

Item of Business #8: Stewardship

Maly reported that of the 140 pledges we have received so far, 22 of them are new. The current pledges total \$600,733. They have approximately 60 calls to make for pledges that have not been received. Our target pledge base is 200.

Item of Business #9: Vestry Nominations

We need at least 7 candidates to run for Vestry. Kevin indicated we need competent Core Leaders. The Vestry members were asked to submit names to Kevin and Maly as possible candidates and they will review to see if they meet the job requirements. Kate asked Kevin to send them the job description. We need to have a slate by the December Vestry Meeting, therefore, all names should be submitted as soon as possible.

Item of Business #10: Standing Committee Decisions

Kevin asked if there were any questions regarding the recent letter from the Standing Committee regarding the Bishop. Kevin noted that St. Timothy's is behind the Bishop and we will support him in whatever way we can.

There, being no further business, and following Words in Passing, the meeting adjourned at 9:52 p.m.

Motion: To adjourn
Moved: Kate Wilson
Seconded: Julie Nelson
Passed unanimously.

Respectfully submitted,
Lavonne Bieber, Clerk