

**Minutes of the Vestry Meeting
St. Timothy's Episcopal Church
October 11, 2004**

Present: Patrick McCreery – Senior Warden, Hugo Patterson – Junior Warden, Gil Brady, Sam Fouquet, Christine Foster, Annett Inacker-Trail, Becky Mikkelsen, David Mintz, Stephanie Phillips, Susan Slakey, Tom Stolarik, Tom Six – *Assistant Treasurer*, Lavonne Bieber – *Clerk*, the Rev.'s Kevin Phillips - *Rector* and Maly Adams - *Priest Executive*.

Absent: Bill Shreve

There, being a quorum, the meeting was called to order at 7:19 p.m. after Evening Prayer.

Item of Business #1: Acceptance of September 2004 Minutes

Motion: To accept the September 2004 Minutes.

Moved: Stephanie Phillips

Seconded: Sam Fouquet

Passed unanimously.

Item of Business #2: Treasurer's Report

Tom reported that revenues for September were \$9,184 (11.6%) under budget. Year-to-date revenues are at 98.13% of budget versus 99.42% at the end of August. Primary reasons were pledges for September were down about \$5,700 (11%) versus budget and Building Use revenues were down \$2,900 (86%) versus budget. Expenses for September were \$11,905 (13.9%) under budget. Year-to-date expenses are at 99.29% of budget versus 101.18% at the end of August. Primary reasons were Benefits (workers' compensation) expenses were \$11,000 (103%) under budget. For September we ran a \$2,700 surplus versus budget.

In summary, 2004 actual expenses are back down to the budgeted level (actually slightly below) and workers' compensation is not quite as bad as it looked last month. The pledge income has gone down a bit and we will have to absorb around \$5,700 of workers' compensation increases over budget.

Motion: To accept the Treasurer's report.

Moved: Susan Slakey

Seconded: Christine Foster

Passed unanimously.

Kevin asked Tom to bring a draft of the 2005 budget from the Finance Committee to the November meeting.

Item of Business #3: Endorsement of Laurel Johnston for Postulancy

Motion: To endorse Laurel Johnston for Postulancy.

Moved: Hugo Patterson

Seconded: Christine Foster

Passed unanimously.

Item of Business #4: Houses on Cuesta

Gil reported that he and Christine have spoken to one family, however they do not seem interested. They have left letters for the other two, but will also try to contact them. They feel that they are at least aware that we are interested in purchasing their homes if the opportunity arises.

Item of Business #5: Gourmet Dinner

Becky reported that we have approximately 46 tickets sold. Hugo noted that we have all but four characters identified. Lavonne noted we currently have 11 items for the Silent Auction.

Item of Business #6: Relocation of the Sound Booth

Kevin reported the only thing left is to replace the carpet, which is on order.

Item of Business #7: Liturgical Project Review

Kevin reported that we are in a stable place. We continue to have a few parishioners leaving, however, newcomers seem to like it. He also reported that the 5:00 service is growing.

Item of Business #8: Rectory Maintenance

Kevin reported both bathrooms need some light maintenance and the roof needs to be repaired because they have squirrels in the attic. Holly contacted someone who came out and gave them a bid. They could either replace the roof for approximately \$15,000 or recondition it for approximately \$6,000. The cost would be shared by Kevin and the Church.

Motion: To approve \$3,500 from the Mission Fund to recondition the Rectory roof at the discretion of the Rector.

Moved: Annett Inacker-Trail

Seconded: Becky Mikkelsen

Passed Unanimously

Item of Business #9: Stewardship

Kevin reported that we are doing a simple Stewardship Campaign this year. Pledge letters have been mailed. New parishioners were sent an initial letter and then will receive a second letter with a pledge card.

Maly reported in the last year, we have lost approximately 15 pledges, which total about \$49,000, however, it is too early to tell the impact, since there are a number of newcomers.

Item of Business #10: Salary Schedule Update

Sam reported they would get an organization chart and start to map people to the structure. Kevin reported that he has asked the Staff to look at the people in their groups.

Item of Business #11: On-line Banking

Motion: Resolved to authorize Sara Cook and Joanna Shreve on-line access to our Heritage Bank of Commerce checking account.

Moved: Christine Foster

Seconded: Susan Slakey

Passed Unanimously

Item of Business #12: Standing Committee

Kevin asked for feedback from the presentation the Standing Committee made at the September meeting. Kevin did a review of the Fair Share over a 10-year period of Parishes only. 38% of parishes have lost money, meaning their fair share has dropped. 25% have grown by less than \$10,000. St. Timothy's has grown by \$118,000. We will continue discussion on the Diocesan tithing and will make a decision in November.

There, being no further business, and following Words in Passing, the meeting adjourned at 9:45 p.m.

Motion: To adjourn
Moved: Susan Slakey
Seconded: David Mintz
Passed unanimously.

Respectfully submitted,
Lavonne Bieber, Clerk