

Saint Andrew's Episcopal Church
October 2018 Vestry Meeting
Wednesday, October 17, 2018

7:10 PM: Meeting called to order.

Present: Fr. Jeff, Fr. Joseph, Cynthia Carpenter (Parish Administrator), Rachel Stolze (Family Life Coordinator), Jane Mills (Treasurer), Mary Walton Allen, Hunter Carruthers, Vince Clemmer, Chris Coughlin, Charles Hall, Lisa Hawkins, and Lydia Stoner.

Absent: Gina Harden, Martha Lendermon (Financial Secretary), and Joe Lee Rape.

- 1) Devotional Time: Fr. Jeff
- 2) Minutes from the September Vestry Meeting were approved as presented.
- 3) Treasurer's Report – Jane Mills

September 2018 Revenue and Expense Review

2018 Year to Date Revenue	\$705,635.45
2018 Year to Date Budget	<u>\$669,099.71</u>
Surplus	\$36,535.74
September 2018 Revenue	\$46,847.00
September 2018 Expenses	<u>\$89,303.40</u>
Deficit	\$42,456.40
Large Unbudgeted Expense (Roof)	\$30,720.00

- 4) Vestry Nominating Committee Update – Lydia Stoner
 - Three nominees have been identified for the final slate:
 - Jenny Cordell
 - Field Norris
 - John Russell

5) Diocesan Convention and 'Walk-About' Reminders

- Walk-About is at St. Mary's on October 25th.
- It will include meetings where questions can be submitted on cards to presented to the candidates.
- Diocesan Convention is at St. George's on November 16-17.
- Clergy and lay delegates will vote for candidates together unless a split vote is requested.

- Our five delegates and three alternates are:
 - Mary Walton Allen
 - Hunter Carruthers
 - Don Johnston
 - Rachel Stolzle
 - Lydia Stoner
 - Charles Hall - alternate
 - Gina Harden – alternate
 - Joe Lee Rape - alternate

6) Update on Buildings and Grounds – Chris Coughlin

- The new roof has been installed.
- The wood trim on the church is in bad shape. There is water damaged/rotted wood that needs to be replaced and all trim needs to be painted.
- Estimates have been obtained from Brown Bear Partners (\$17,500) and J & L Home Improvements (\$23,000) to complete the trim repairs and painting. Both companies have good references.
- A motion was made to accept the proposal from Brown Bear Partners. The motion was seconded and approved.

7) Other business

- The phone system is experiencing issues such as noise on the line, dropped calls, lost voicemails, misdirected faxes, etc.
- An estimate has been received from Southland Communications & Wiring Service to upgrade the telecommunication system and wiring for a price of \$3,410.
- It was learned other neighboring businesses have had telecommunication issues recently that were related to external lines maintained by AT&T.
- A motion was made to contact AT&T to have our incoming lines evaluated to ensure there are no issues that could be causing our problems. If the

incoming lines are not the problem, accept the quote from Southland Communications & Wiring Service. The motion was seconded and approved.

- The crucial role of Junior Warden was discussed. It was decided to revisit the establishment of a building and grounds committee to assist the Junior Warden and improve continuity as incumbents change.

8) Calendar reminders

Sat.	Oct 20	Harvest Party Fundraiser for College Ministry at Buckland Lodge at 6:30 PM
Sun.	Oct 21	Operation Christmas Child packing party in children's Sunday school
Thu.	Oct 25	Walk-about at St. Mary's Cathedral to meet Bishop nominees, 5:15-9:00 PM
Mon.	Oct 29	Meeting of Neighborhood Resource Center at CUMC Sanctuary on Square at 6:30
Thu.	Nov 1	All Saints' Day Holy Eucharist at 11:00 AM
Fri.	Nov 2	Commemoration of All Faithful Departed – list to be read at Morning Prayer
Sun.	Nov 4	Daylight Saving Time ends at 2:00 AM "Bring-a-Friend" luncheon after the 10:30 service Operation Christmas Child box drop-off with Samaritan's Purse EYC to help with game night at Special Friends Club – leave at 4:00 PM
Sun.	Nov 11	Stewardship Ingathering
Sun.	Nov 11	Veteran's Day
Wed.	Nov 14	Vestry meeting at 7:00 PM
	Nov 16-17	Diocesan Convention at St. George's (election of the next Bishop)
	Nov 18 & 25	Vestry Nomination bios published in the bulletin insert

- Nov 21-23 Church office closed
- Thu. Nov 22 Thanksgiving Day service (10:00 AM)
- Fri. Nov 23 Thanksgiving Breakfast on Wheels
- Mon. Nov 26 Saint Andrew's Night at the VFW – potluck dinner at 6:00 PM (nursery provided)
- Wed. Dec 12 2018 Vestry meeting (6:00 PM)
2019 Vestry meeting (7:00 PM)
- Sun. Dec 16 DOK-sponsored Retreat, 12:00 – 3:30PM (with ordered lunch after 2nd service)
Children's Retreat upstairs at same time with Advent craft activity
Advent Lessons & Carols with Choir and EYC (4:00 PM)
Nursery will be available all day until 5:00 PM (at the end of Lessons & Carols)
Potluck dinner after Lessons & Carols

8:35 PM: Meeting adjourned.

Minutes prepared and submitted by Vince Clemmer