

Saint Andrew's Episcopal Church
November 2018 Vestry Meeting
Wednesday, November 14, 2018

7:10 PM: Meeting called to order.

Present: Fr. Jeff, Fr. Joseph, Mary Walton Allen, Hunter Carruthers, Vince Clemmer, Chris Coughlin, Charles Hall, and Gina Harden.

Absent: Cynthia Carpenter (Parish Administrator), Lisa Hawkins, Martha Lendermon (Financial Secretary), Jane Mills (Treasurer), Joe Lee Rape, Rachel Stolze (Family Life Coordinator) and Lydia Stoner.

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

October 2018 Revenue and Expense Review

2018 Year to Date Revenue	\$740,058.11
2018 Year to Date Budget	<u>\$706,377.46</u>
Surplus	\$33,680.65
October 2018 Revenue	\$34,422.66 (\$2,855 under budget)
October 2018 Expenses	<u>\$68,123.64</u>
Deficit	\$33,700.98
Large Unbudgeted Revenue	\$0.00
Large Unbudgeted Expenses	
(Ext. paint & trim repairs)	\$8,623.00 (\$5,123 under budget)
(Balance for roof)	\$4,000.00
(Balance for audit due)	\$3,618.00 (budgeted over 12 mo)
(Balance for insurance)	<u>\$3,000.00</u> (budgeted over 12 mo)
	\$19,241.00

4) Diocesan Convention at St. George's on November 16-17

- Jeff will meet with all delegates prior to the convention.
- Jeff held a meeting of clergy at St. Andrew's. Beneficial information was shared which will be shared with our delegates.
- A new bishop will be elected at the convention and will be consecrated on May 4th.

5) Update on Buildings and Grounds – Chris Coughlin

- Exterior painting and wood replacement has been completed.
- One emergency light needs replacement.
- There was discussion on the need for a Building and Grounds Committee to be composed of at least three members.
- A proposal has been obtained from Epiphany Studios to restore and cover the church, administrative offices and parish hall stained glass windows.
- The company has excellent references and has restored windows at the National Cathedral as well as the Methodist Church locally.
- The parish will pay the cost for the administrative offices and parish hall in the amount of \$12,765.42.
- The St. Andrews Foundation will pay the cost for the church windows.

6) Outreach Funds and Advent Outreach Offerings – Fr. Jeff

- **“I don't want anyone to be surprised”** that at the December Vestry meeting, we will vote on the disbursement of outreach funds.
- At Saint Andrew's Night on November 26, Dr. Susan Nelson and Bill Craddock will talk to the parish about the West Tennessee Haiti Partnership. It will be decided that evening if we will donate all of the Advent Outreach offerings to the Haiti Partnership.

7) Other business

None

8) Calendar reminders

- 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)
- Mon. Nov 26 Saint Andrew's Night at the VFW – potluck dinner at 6:00 PM (nursery provided)
- Mon. Dec 10 ECW Christmas Party at Erinn Monette's home at 6:00 PM
- Wed. Dec 12 2018 Vestry meeting (6:00 PM) – business meeting in conf. room
2019 Vestry meeting (7:00 PM) – dinner/orientation/no business meeting
- Thu. Dec 13 Thursday Bible Study party
- Sun. Dec 16 Advent 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
- Thu. Dec 20 DOK Christmas party at Mary Lee's home at 6:00 PM
- Fri. Dec 21 School ends for semester; Christmas break kick-off in PH 5:00–7:00 PM (age 4+)
- Sun. Dec 23 Regular Sunday schedule – alternative Christian Ed for youth
- Mon. Dec 24 Christmas Eve services (4:00 PM Children's Liturgy; 5:30 PM; 9:00 PM)
- Jan 19-20 Vestry Retreat at St. Columba
- Sat. Feb 2 Paige Robbins Gala
- Sat. Mar 2 Annual Mardi Gras Party sponsored by the Men's Club

7:55 PM: Meeting adjourned.

Minutes prepared and submitted by Vince Clemmer