

# St, Albans' Episcopal Church

## Vestry Meeting Minutes

Date: 7/9/17 Location: Upper Room TIME: 12:00-2:00

### MEMBERS:

- |                                    |                         |                        |
|------------------------------------|-------------------------|------------------------|
| ✓ <u>Rev. Erin Hensley</u>         | ✓ <u>Tanya Conner</u>   | ✓ <u>Claudia McKee</u> |
| <u>Gwendolyn Hustvedt</u>          | ✓ <u>Yvonne Cyphers</u> | ✓ <u>Dawn Piper</u>    |
| ✓ <u>Paul Veihman</u>              | ✓ <u>Marcy Leonard</u>  | ✓ <u>Bob Terrell</u>   |
| <u>Alexander Clark</u> (treasurer) |                         |                        |

### VISITORS: None

1. A moment of rest and prayer by Reverend Hensley to reflect upon and think about what we are bringing into this place opened our meeting.
2. Parishioners Comments, Concerns, and Requests
  - Parishioner Frank Hall looked at the roof and questioned repair vs. replacement. A letter by Mr. Hall detailing points (regarding warranties, etc.) and questions was shared.
  - One point that surfaced was that our current roof has no membrane.
  - Repair vs. replacement was shared with Bob Schorr at Diocese; and he wants replacement with a Snow/Rain Shield with membrane to seal it.
  - 3 roofing companies have looked at it and details will follow later in the meeting.
  - Autti and Toi would like very much to share with the congregation a Thai Dinner. More information will come as details are worked out.
3. Minutes from May meeting were reviewed and approved.
4. Financials
  - How much was left in Building Maintenance line item? \$7,948.00.
  - Vestry requested Balance Sheets to review questions for Pat...
    - o Rufus Woody Fund shows \$10,077.43... Shouldn't it be \$0. ?
    - o "Frost Building Savings" is funds used to pay bills.
    - o Loan Payments –
      - Frost Loan \$1,160.00/mo. (\$13,400.00/yr.)
      - Crump Loan \$1,000.00/mo. (\$12,000.00/yr)
    - o What are any other payments we have? What are our reg savings?
    - o Can we get monthly and year-to-date income statements? ( How much income you had? How much your actual cash expenses were?)
    - o This would help us see trends. We want to stay aware of trends.
    - o Do checks placed in offertory plate count towards PLATE / PLEDGE? – Are they counted twice? No
    - o If name is marked on the envelope it goes to pledge; if the envelope is blank and contains cash we cannot credit it towards anyone's pledge
  - Fall Season of Annual Giving
  - F/C and Stewardship Goals / Ideas match
5. Timeline Plan / Notes
  - August 13<sup>th</sup> meeting is being moved to August 6<sup>th</sup>.

- August 27: Rally Day (2 services return)
- August: Property Committee to focus on actual annual maintenance costs (elevator inspections, Brothers / Community of Hope / Alter Guild, etc.)
- September 1<sup>st</sup>: God's dream for ministry areas due to Rev. Hensley
- September 10<sup>th</sup>: Vestry Meeting, stewardship packets (cards, letters, narrative budget with pictures, etc.)
- September 24<sup>th</sup>: Draft of 2018 Budget – "*What is God's Dream for Your Program or Ministry?*"
- Finance Committee to meet in person.
- October 8<sup>th</sup>: Vestry Meeting to finalize letters and discuss 2018 Budget.
- October 14<sup>th</sup>: Habitat for Humanity Build
- October 15<sup>th</sup>: Vestry Meeting to continue Budget if needed.
- November 12<sup>th</sup>: Vestry Meeting, Capital Campaign, new Vestry, Annual Mtg.
- December 10<sup>th</sup>: Vestry meeting , 2017 celebration, and short term planning Jan-Jun 2018

What do we want for our future?

How can we get there?

It will emerge through thought and prayer.

A budget is a plan.

- Opinions of timeline were shared. Everyone approved timeline plan.

#### 6. Junior Warden's Report

- Serve Pro will contract out what is done. They are not the prime contractor and are making a "finder's fee".
- "Thank you!" to Mike Evans for expertise and input
- Roofing Information
- Wilson Roofing (in business 35 years) bids: \$47,000.00 w/o decking, everything \$53,550.00, \$1,800.00 rotten wood replacement
- Westside Roofing bid: \$64,000.00
- Serve-Pro bid: \$69,166.00
- Still awaiting 4<sup>th</sup> bid
- Dormers that are leaking require side replacement.
- Insurance monies are being used for drywall repairs in the PLC.
- Paul proposed this be scheduled for the 12<sup>th</sup> through the 21<sup>st</sup> if possible so there will be no interruptions to VBS – Motion passed.
- Insurance is paying \$6,000.00 for scaffolding to check exterior

7. August meeting is scheduled for the 6<sup>th</sup>.

8. Closing prayer to conclude meeting.