

Vestry Meeting  
11/23/2010

Meeting attendees: Fr Ken Swanson, Rev Anne Elizabeth, Cathy Jones, Charles McMillan, Thomas Nolf, Lisa Puckett, Del Reichardt, Bonnie Underwood, Jim Wilson, Jim Landers  
Absent: Sally Goldberg, Betsy Harvey, Amanda Scott, Mike Tompros, Dave Wallace

Meeting began at 7:05 with Ken leading opening prayer.

Rector Updates:

- Stewardship: Ken thanked Thomas and Donna Nolf for graciously hosting a dinner for the stewardship canvassers. Ken will contact all those who pledged in 2010, but have not yet for 2011, requesting that they continue their 2010 pledge levels. We anticipate this will close the final budget gap. Thomas has sent a communication to all ministry heads reinforcing stewardship, and will also include update articles in the final Illumination for 2010 and first of 2011.
- Staffing Updates: Ken reviewed proposal for changes with Hispanic Ministry. Fr Julio will be moving to New York and St David's will assist with his moving expenses. The diocese is making arrangements for another priest to be available for our congregation, anticipating that he will be part-time with St David's and part-time with another congregation in the diocese. The priest will be bilingual. Ken will meet with him soon. Budget requirements have been shared with the Finance committee and the Vestry recommends finding a way to cover these expenses.

St David's will also be adding a deacon to the staff in the new year, Kathy Holman. Deacons within the diocese are non-stipendiary. We will budget for expense reimbursement.

- Men's Club: Ken shared some of the marketing proposals by the Men's club to promote participation in breakfast.
- College Fund: Ken received a request from some work colleagues of Hayes Forsten to setup a college fund for his children. Vestry approved setting up a special 529 fund to support these efforts by receiving designated donations.
- Parish Chancellor: Ken requested Vestry to provide names of potential candidates for the chancellor position in case Mike Pannier cannot serve due to his accident. Ken will check with Mike on a future visit, to confirm whether he needs a break from his duties as chancellor.

- St Aidan's Guild: A productive meeting of the expanded guild was held last Saturday. Janet Conrad will be scheduled to present to the Vestry at the next meeting.

Acceptance of Minutes proposed by Thomas, Cathy second. Unanimous approval.

#### Sr Warden Updates:

- Vestry updates: Votes have been tallied and new members are Chris Burpo, Amy Evins, Edith Cobourn, and Kurt Wilson. Bonnie will notify new members, Ken will notify those that were not elected. Notification to new members will include upcoming scheduled dates, including invitation to December meeting on 12/21, installation on 1/9 at 11:15, Vestry retreat on 1/14-15, new member orientation prior to the retreat on 4-6pm on 1/14.
- New Vestry officers: Lisa Puckett has been asked to serve by Ken as the Senior Warden. Charles McMillan agreed to serve again as the Junior Warden. Motion proposed by Jim to appoint Charles as Junior Warden, Thomas seconded, unanimous vote. Bonnie to coordinate with Linda for appropriate announcement in the Illumination of the new Vestry members. Thomas as VPOD this Sunday will announce the new members at each service.
- Search Committee Update: Betsy will be unable to complete her role as liaison with the Search committee. Bonnie recommended to not appoint an additional liaison at this time, as the Search committee is now proceeding into their actual interviews, and a new person could slow down the process. Beth King has agreed to attend our upcoming Vestry meetings to provide updates.
- Reminder to Vestry to have ministry heads submit reports to Linda Thomas for inclusion in the Annual Report. Bonnie to ask Linda to provide a list of those that have/have not sent in reports, to enable Vestry liaison follow-up.

#### Jr Warden Update:

- Report provided in writing prior to the meeting. No additional comments

#### Treasurer Report

- Financial Reports provided prior to the meeting. No questions.
- Jim reviewed that the current Transfer Asset Guarantee Program that was originally set to expire on 12/31/2010 has been extended to 12/31/2012. This program protects any St David's funds at American Trust Bank beyond the \$250K limit. Charles discussed that this needs to be on someone's a tickler file to check again prior to the 2012 expiration date. Bonnie to inform Cathy and the finance committee.
- Jim reviewed proposed Illumination update article on the Parish finances. Jim will provide to Linda, to begin a monthly financial update to the parish, from the Treasurer.
- Discussion of Kevin Avalar's donations, held in a restricted account since the child's death in the summer of 2007. The Vestry has attempted several times to distribute

these funds through multiple means, but none were workable for the family. Motion proposed by Charles to transfer balance of funds, \$3473.03, to the Rector's discretionary account, for distribution to the family. Jim seconded. Motion passed unanimously.

- Discussion that Vestry needed to allocate the Special Offering fund, as this has not been done for a couple of years. Motion proposed by Thomas to designate Special Services Offerings to plate offerings. Jim seconded. Motion passed unanimously.
- Discussion on concern by flower guild that there has not been funding for the flowers provided for funerals. Agreement by the Vestry that funds should be designated back to the flower guild from family donations, to cover these expenses.
- Restricted accounts: Bonnie provided background on the restricted account comments provided by the finance committee and opened discussion to questions. Further discussion of the budget will occur at next week's meeting.
- Investment Goals: review of draft document provided by the finance committee and opened discussion to questions. Bonnie to report to finance committee that Vestry agrees we should have a policy and will vote once Finance committee finalizes the proposed policy.

Vestry Liaison Reports: reports provided prior to the meeting. No further discussion

New Business:

- Cathy presented two items on behalf of DOK. First item was whether DOK will need to support Advent workshops. None are scheduled for this year. Second item was that DOK would like to lead efforts to re-stock the Old Parish Hall kitchen with items specifically designated for this space. Ken was in full support
- Naming the Old Parish Hall: committee of 3 vestry members appointed to recommend names for this space. Charles will lead this effort as Junior Warden, with Cathy and Thomas supporting him
- Senior Warden has been accepted to attend seminary at Sewanee and plans to begin in the Fall. The Treasurer is newly engaged. Congratulations given to our leaders.

Thomas moved to meeting to adjourn, Cathy seconded. Unanimous vote. Meeting ended at 8:10.

Anne Elizabeth closed our meeting with prayer.

Meeting minutes prepared by Bonnie Underwood.