

Vestry Meeting St. David's Episcopal Church  
1/25/2011

Meeting Attendees: Fr. Ken Swanson, Rev. Anne Elizabeth, Cathy Jones, Charles McMillan, Lisa Puckett, Del Reichart, Jim Wilson, , Dave Wallace, Edith Coburn, Amy Evins, Kurt Wilson, Chris Burpo, Bill Irwin, Marilyn Hedrick, Kathy Holman, Jim Landers

Absent: none

Agenda for 1/25/2011

Meeting began at 7:00 with Ken offering an opening prayer

Acceptance of Minutes: Jim Wilson offered a motion to accept the minutes from December. Bill Irwin seconded. Motion passed

Rector update: St. David's is currently integrating Kathy Holman and Antonio Brito into the community. Antonio Brito will be ordained by the bishop at 7:00 on Feb. 2 at St. David's. Ken would like to have as many Vestry members at the service as possible. The Jr. and Sr. Wardens will present gifts to Antonio Brito at the service. A reception following the service will be hosted by DOK.

- St. David's is still working out the final payments to Fr. Lema. St. David's will pay up to \$3000 in relocation expenses as part of the separation package. We will advance Fr. Lema \$1500 and will wait to get invoices for the expenses for the remaining payment.

Stewardship: we are moving to a year around stewardship program. We still have 20+ families who pledged in 2010 that have not pledged for the 2011 year. We had 14 visitor cards in Jan. and have 30 families in the integration process. Four of these families came to us by invitation of St. David's members. St. Aidan's Guild is beginning to implement the NCD program. There will be a 30 member survey done on Sunday Feb. 13<sup>th</sup> and Sunday Feb. 20<sup>th</sup>. The profile will be submitted to their international office and the results will be returned. The weakest of the 8 parameters will be addressed first, the survey redone in 9 months and results compared. The ministry of hospitality among members will continue to be promoted and the results reported. Marilyn Hedrick discussed the lack of a hard copy pledge document that showed the status of the pledge; computer review is sometimes not effective, especially for the older parishioners. She wants to find a way to provide hard copy reports for those parishioners who do not have access to a computer

Sr. Warden update:

- The search committee is starting visits with six candidates. By the third week of Feb. some of the candidates will be brought into St. David's. The

- Vestry is now looking for donated airline miles and hotel miles to help with the travel expenses.
- We now need a volunteer to manage the Vestry bulletin board. Cathy Jones volunteered and will take over the responsibilities.

Kurt Wilson moved and Jim seconded a motion for the search committee to provide an update for every Vestry meeting until the search is complete.

- Question to the Vestry: do we want to continue with the snacks? Preparation of snacks takes time and money. Beverages will remain a part of the meeting; however, snacks will be provided at the discretion of the Sr. Warden.
- Several Vestry officers need to be appointed. We need a clerk, a treasurer and a scribe. The scribe will not be a Vestry member and will be a volunteer from the parish. The Vestry will take 1-2 weeks to think about the best candidates for the treasurer position. The position of treasurer is extremely important and needs further consideration. We need a person who can be extremely reliable and prompt in providing the financial reports to the Vestry. Lisa will send an email to get candidates names. Cathy Jones was appointed as Clerk of the Vestry. Lisa will accept nominations for the scribe position.
- We need to get a web site chairman. The website needs to be completely redone/overhauled. A Vestry liaison needs to work with an IT / web committee from the parish to redesign the web site. Amy Evins suggested looking for a student who needs experience and will do it without pay. Will need to pay for a web designer. Kurt Wilson volunteered to be the Vestry liaison person with the new IT/web site committee.
- Ministry assignments- The Sr. Warden will email the new assignments to the Vestry members. New Vestry members need to make contact with the ministry heads and make introductions. Bill Irwin will send format that can be used by everyone for the quarterly reports. Assignments from last year will still be in force with the current Vestry members.

Search committee concerns: a number of parishioners have contacted Vestry members about Ken Swanson remaining as rector of St. David's. Some parishioners have gone directly to the bishop. The Vestry needs to have a standard and uniform answer to the parishioners regarding Ken's candidacy. The search process must continue as directed by the diocese. The Vestry will issue a statement regarding support for the search process. The Jr. and Sr. Wardens and will meet with the search committee and confirm our commitment and support to the process.

Jr. Warden's Update:

- No report this month

Treasurer's report- Jim Landers.

The issues that the Vestry needs to note based on the summary that was emailed earlier are the following:

- The Kevin Avelar fund disbursement cannot proceed as hoped as the mother has returned to Mexico. There is \$3743 in the account. Kurt Wilson moved and Marilyn Hedrick seconded using the funds within the St. David's Hispanic community to honor Kevin and Mimosa School. Some ministry will be developed in memory of Kevin Avelar. Motion passed.
- The proposal for the Forsten Family Educational Fund needs to get further investigation. We are seeking information regarding the tax implications. St. David's needs to insure integrity in moving forward. Our tax exempt status could be jeopardized.

New Business:

Lisa read the resolution for the housing allowance for the clergy housing that required a Vestry approval. ( see Exhibit A) The resolution affects Rev. Anne Elizabeth only at this time due to Ken's departure at some point in 2011. Jim moved and Amy seconded acceptance of the resolution for housing allowance. Motion passed.

Rev. Anne Elizabeth led the group in a closing prayer.

Meeting adjourned.

Respectfully submitted.

Cathy Jones

## Exhibit A

### Resolution for Housing Allowance:

The Vestry on the 25<sup>th</sup> day of January, 2001 after discussing the amount to be paid to the clergy of St. David's Episcopal Church as a parsonage allowance, on motion duly made and seconded, adopted the following resolutions:

Whereas the Rev'd Anne Elizabeth Swiedler is employed as a minister of the Gospel of Saint David's Episcopal Church, Roswell, Georgia, which does not provide a residence for her, the vestry resolves that of the total compensation of \$57,700 to be paid to the Rev'd Anne Elizabeth Swiedler during 2011, that \$22,000 be designated as parsonage allowance within the meaning of that term as used in section 107 of the IRS Code of 1986.