

**St. Thomas Episcopal Church
Burnsville, North Carolina
Vestry Meeting Agenda
February 20, 2008**

Attendance: *John Davis, Neal Culver, Charlie Stover, Joann Collin, Diana Donovan, and Pat Sharkey as Vestry Clerk. Absent: Reverend Bob Reese, Stacey Lane and Karen Miller.*

Opening Prayer: *Joann Collins*

Approval of agenda: *Charlie motioned to approve the agenda for this evening's meeting, John seconded, all voted in favor.*

Approval of minutes: *Neal motioned to approve the minutes as corrected from January's meeting, Joann seconded, all voted in favor.*

Selection of next vestry meeting date and time: *March 19 at 6:30pm*

Financial Reports

- Treasurer's Report – *In Tom Bailey's absence, John distributed copies of the 2008 budget. Pledges are listed as 93% amount. Changed rector search to \$7500. John will update music to \$5200 and change "Hispanic Van" to "Transportation Fund". (It's now thought that the \$2,000 should be used to rent a van when needed, rather than to start accumulating money to buy a van). Joann made a motion to accept the budget report, John seconded, all voted in favor. Income over expense now changed to \$11,200.*

- Building Fund: - *The Building Fund currently has \$7,305 balance, about same as the \$7,285 shown for Memorial Garden estimate. Peg Emerson is looking for a landscaper to make up a proposal, hopefully for little to no fee. Diana asked what the Memorial Garden means for St. Thomas – Vestry members explained that it would be for ashes of Parishioners' loved ones. Details to be decided later. Charlie said landscaping clearing should come out of Building Fund rather than General Fund. The cost could be \$1000 or so. Charlie feels we are still in good shape. Neal moved to approve Building Fund, John seconded, all voted in favor.*

Pastoral Concerns: ...

Old Business:

Action Items

1. Parish Priest Search Process Update – Jim Haaga: *Jim will send Diana an updated article for the Tidings and copy Barry Kramer. The main things that*

have been accomplished so far are the survey, the profile, and Peg writing the history of St. Thomas. They have received 75 names from the National Church and have culled them down to 24. Received 5 other names from other sources. Joann sent out letters asking for resumes and copies of sermons in written or taped form. Some applicants are interested in full-time positions, others only part-time. The deadline for receiving responses to Joann's letters is March 15. Next task is to compare the resumes to our survey and cull down the list to about 4-6 names. Then they can perform telephone interviews, and personal interviews. The Canon has approved five names, the names from computer match list have not been approved by him. Next meeting is March 4 to review any information received from applicants. The Search Committee is supposed to come to the Vestry with one name only. Jim Pritchett will then do an intensive background check before the interview process and will start interviewing the second half of March or early April to wrap up May or early June. Charlie asked if there was anything we should be doing to help out? Jim said praying for the process and being patient would help. Charlie said we have \$7500 budgeted for a rector search which could be used for transportation to interview someone. This could also be used for moving expenses for the new rector.

2. Review M&M Committee relationship: *Diana sent out minutes and proposed "Budget vs. Actual". \$1,000 sent to Diocese for Mexican Lenten Habitat for Humanity. Joann suggested a letter from Bill Thomsen to the congregation concerning his inability to travel and use the \$928 Christmas Eve plate offering to participate in that Mexico project, and that he'd be happy for that to go back to M&M to replace the \$1,000 they sent to the Diocese at Vestry request. The \$2000 will remain as is. Joann will come to March 6 meeting. Joann asked if everyone knows that M&M is funded via the Outreach line item in the St. Thomas Operating Budget. Diana said she would like Vestry approval to purchase a DVD titled "Religion and Violence" costing \$90. It could be used as a lecture series to invite people from the community to come to St. Thomas and see it. Speakers were James Carrol, James Kohn, Tereke Ramadom. Joann made a motion to approve \$90 for the Trinity DVD series "Religion and Violence", Neal seconded, all voted in favor.*
3. Resolution regarding updating bank signatories: *Tom Bailey will be ending his term as Treasurer the end of March, and Charlie will be St. Thomas's new Treasurer. Charlie and Tom will get together next week and Charlie will get files and work with Tom for the next couple weeks. Charlie would like a 3-year term and may want to step down from the Vestry while doing this. He is prepared to resign from the Vestry if it was considered a conflict of interest. John said the vestry handbook has no problem with him acting as Vestry member and Treasurer at the same time. Neal suggested acknowledging Tom by giving him a prayer book. John suggested Joann purchase three prayer books. Charlie suggested having himself, John and Tom as signatories on the checks. Checks need to have two signatures so we should have three people who can sign. Joann said if United Community Bank has a brokerage "arm" we would like to see them*

- take care of our brokerage needs rather than UBS. Joann would like to see us have a local brokerage firm. Charlie will see if UCB can handle our brokerage business. Charlie moved to pass a resolution to change signatories. Need their Social Security number, drivers license numbers, date of birth. Charlie, John and Tom will be the signatories for all of the St. Thomas accounts with United Community Bank. Neal seconded the motion, all voted in favor.*
4. *Parish Coordinator Position: Christy McGrath may be interested in this position at St. Thomas. Joann will call her to see her level of interest. If this were to take place, we would need to terminate Debra. We have an active contract with her. John said there is some excellent software available for churches which would enable different committee chairpersons to access parish information.*
 5. *Review Cleaning Quotations: John got some estimates of local cleaning agencies; Beams would charge \$400/month; Huskins Cleaning is bonded and insured and would charge \$75-\$85 to come once a month. Community Works would charge \$150/month. The tasks needed would be vacuuming, sweeping, wet mop, bathrooms. We will provide paper products and they provide cleaning supplies. Charlie made a motion to contact Huskins to clean once a month for \$80. Joann seconded and all voted in favor. John said the funds will be taken from Maintenance and Repairs in the budget. We will have them come at the same time each month. John will set up a contract and start date with Huskins.*
 6. *Potluck Dinners – Pat: Pat suggested a trial potluck dinner on a Friday evening after Lent. This would enable members to invite neighbors and friends, who might not feel so likely to invite them to a church service. This would have potential to be a great community builder at St. Thomas. The first dinner is scheduled for Friday, April 11. Regarding “Hospitality”, Pat and Carol Bailey have agreed to take this on together, currently Jackie is in charge. Pat will call Jackie to see if she would like them to take it over.*
 7. *Memorial Garden: Charlie staked out the Memorial Garden and showed a diagram of what he had done showing the Memorial Garden and the proposed future church building. Charlie asked if the Vestry would like to approve whatever Peg gets back from the designer. Yes, the vestry would like to see what the designer is suggesting. Charlie will advise Peg of this request for info.*

Senior Warden’s Report – Parochial Report: John has completed a Parochial Report to the Diocese, a required report for each parish. He and Joann attended the Small Church Workshop, given by Tom Brackett. John has invited Tom to come to St. Thomas.

Committee Reports

Mission & Ministries
Buildings and Ground
Stewardship

Other Business

Calendar

Centering Prayer – Tuesdays at 9am

Lenten Service and Meal – Wednesday, March 5 at 12 noon, Soup & Bread lunch at 12:30

Lenten Simple Supper – Thursday, March 6 at 6pm – Bishop Taylor's Ideas for Ministry-Strategic Planning

Maundy Thursday Eucharist & Foot Washing – 7pm, March 20th

Good Friday Service – 12 noon, March 21st

Easter – March 23

Confirmation and First Communion – Sunday, April 13, Bishop Johnson

David Johnson Breakfast – Saturday, April 26 at 8:30am