

**St. Aidan's Episcopal Church**  
**Vestry Meeting**  
**Thursday, May 21st, 2009 – 7 PM**

**Attendees:** Rob Wood, Keith Oglesby, Betsy Jones, Bob French, Blair Hendrickson, Andrea Manos, Joey Sargent, Terry Ledford, Harmony Kiser, Gregory Smith, Richard Schuetze, Jim Myers **Absent:** Jim Skinner, David Freeman, Jim Smith

1. Opening Prayer/Devotion:
  - *Rob Wood—Ascension Day Prayer followed by Harmony Kiser's Devotion*
2. Approval of agenda—approved.
3. April 2008 minutes—will be reviewed and approved at a later date.
4. Review April Finances *Jim Myers* – see icons under attachment “D”
  - Strong Cash Position—substantial cash reserve.
    - \$120,000 in cash between money market account and checking account.
    - Operating Reserve is positive currently.
  - Lift High the Cross Campaign
    - Monthly contributions are allowing us to pay interest payments.
    - Most of the LHTC money is going to principal now.
    - Strong trajectory with LHTC:
      - \$550,000 of principal paid down.
      - \$50,000 in reserve.
  - Fr. Rob thanked Jim for the level of detail of the financial reports.
  - Operating Budget
    - Pledge contributions, thus far, are below budget.
      - Letters went out to entire congregation to remind them of pledges.
      - These letters will be sent out three times per year.
        1. A suggestion was made to use email for these reminders.
        2. Jim will check on ACS.
    - Non pledge giving has remained significantly above budget.
    - Total giving 11% off of budget currently.
    - Give careful thought about expenses—ensure that we are all good stewards.
5. Finance Committee Audit Requests—*Andrea Manos*
  - The Finance Committee Audit recommendations were reviewed:
    - Page 5--maintaining back up documentation—Jim Myers is handling
    - Page 6--review of employee files—Blair Hendrickson is handling
    - Page 6--insurance review—Jim Grigg is handling
    - Page 9--check retention and destruction policy
      - Fr. Rob asked Jim Myers to follow up with Donna in regards to this. Fr. Rob suggested that Harmony Kiser work with Joey Sargent, as well.
      - Fr. Rob asked Jim Myers to follow up with Donna in regards to any receipts (cash or checks) received during the week and to ensure they are placed in the lock box.
      - Mothers Morning Out program will be included in audit. JoAnne Schuetze will need to follow up with Curtis. JoAnne will also look at disbursements for preschool (page 10-11).
  - Page 11--Jim Myers asked vestry to consider approving invoices in their area of responsibility before Donna writes the checks and that they specifically authorize the approval. No resolution was agreed upon; therefore, Jim will continue to work towards this recommendation.

- Finance committee is in the process of researching companies with regard to automatic bank transfers.
6. Stewardship Statement—*Keith and Andrea* (see attachment “A”)
  7. Worship discussion: Summer service schedule, Fall Service Schedule and possibility of having more frequent folk mass.
    - Summer sessions starts this Sunday and goes until Labor Day--8:30 & 10:30 am.
    - Fall session recommendations: 8:00 am and 10:30 am as in the past OR 8:30 am and 11:00 am (allowing more folks to attend the earlier service)
      - Fr. Rob asked the vestry their thoughts about the 8:30 suggestion which would mean that everything that follows the early service would move back 1/2 hour.
      - Richard Schuetze suggested a pilot of this new suggested early service time and to then conduct a congregational review at the Annual Meeting.
      - Fr. Rob suggested we solicit feedback over the summer, run pilot from Labor Day to Annual Meeting and make final decision based on feedback. We would then start new official times January 1, 2010.
    - Folk mass with EYC/Youth choir
      - Fr. Rob received positive feedback on guitar music and wants consideration of this more often at the early service. Vestry agreed on the idea of the guitar music on a more regular basis; however, agreement of how often is yet to be determined based on \$\$ discussion with Butch. It was noted that it isn't just the music but the integration of folk music with the worship service that makes it successful. Not just any guitar player can lead a folk mass.
      - Fr. Rob is going to suggest to John to play piano music for the 8:30 am early service summer session.
  8. Parish Picnic – quick review and comments
    - Spectacular event, well attended, lots of food and lots of people!
  9. Warden’s Reports
    - Sr. Warden’s Report
    - Jr. Warden – attachment “C”
      - Youth will have a lock-in this weekend and will paint cottage.
      - Outside preparation and painting will begin this summer.
      - Spring Clean Up—may suggest quarterly clean ups moving forward.
      - Picnic & other events—need to line up more help for clean up for future events.
  10. Assistant Rector Report - attachment “A”
    - Vestry Stewardship Statement—Father Kieth proposed resolution and vestry accepted-- all were in favor of approved statement.
  11. Rector’s Report – attachment “B”
  12. New Business
    - We will be returning to a vestry reporting schedule
    - Buildings and Grounds
      - Oak trees (monitoring two trees currently)
      - Janitor/sexton (possible 20-25 hour per week position in the future)
      - Memorial Garden
    - Vestry nomination plan for 2009 selections
      - Richard Schuetze drafted a schedule; Betsy Jones will shepherd
    - Upcoming resolution to establish Endowment Fund
      - Will receive this resolution in the next week.
      - This will be the policy and procedures for receiving gifts.
  13. Old Business: Cottage Report
  14. Action Steps Review

Dates to Remember

- Next Vestry meeting: Thursday, June 18, 7 PM

Meeting concluded with a prayer led by Fr. Rob.  
*Respectfully submitted by Laurin Lausier, clerk.*

## **Attachment A**

### **St. Aidan's Vestry** *Assistant Rector's Report* May 21<sup>st</sup>, 2009

#### **5 Primary Areas of Responsibility**

- **Christian Education**

- There was "Safeguarding God's Children" training on May 9<sup>th</sup> (thanks, Joey!). 19 people were trained, including MMO teachers and people from outside the parish.
- The last rotation of JAM for this school year—with the theme, "The Mystery of Easter"—was completed on May 10<sup>th</sup>. The last class was held on May 17<sup>th</sup>, with a community art project.
- There was a JAM Christian Education Committee meeting on April 30<sup>th</sup> in which the past year was reviewed. There was also serious discussion of changing the format from a rotation model to a more traditional model with formal curriculum ("Living the Good News," the curriculum used for 4<sup>th</sup>/5<sup>th</sup> grade this year). This possible change will be discussed with parents over the summer before any decision is made.
- Teacher Appreciation will be held May 31<sup>st</sup> at 9:45 a.m. Their gift will be made by the "Cook and Giggle" covenant small group.
- VBS dates are set for June 8-12. There are approximately 70 children (ages 4-10) registered, plus approximately 40 youth and adult volunteers. There is a lot of positive energy and many people involved in getting this done. Special kudos to Mike Monaghan and Suzanne Maddux, as well as Dawn Bradford.
- Nine youth were confirmed at the Cathedral on April 26<sup>th</sup> at 4:00. Special thanks to Joey Sargent, George Masson and all the mentors and parents for all their help.
- Last class of EFM for this school year was completed May 17<sup>th</sup>. 10-11 students are planning to participate next year. End of year EFM party is planned for June 13<sup>th</sup>.

- **Pastoral Care**

- Since last vestry meeting, I have made roughly twenty-five pastoral contacts either by phone, office appointments, hospital or home visits, talking on Sundays or sharing a meal. These contacts are both "checking in" as well as responses to pastoral needs.
- Met with Gregory Smith, Sue Griffis and Chuck Johnson on May 18<sup>th</sup> to discuss a "Pastoral Care Potluck" on Wednesday, June 17<sup>th</sup> to discuss the stress and issues of faith brought about by the current financial crisis (see handout).
- Gregory Smith has talked with me about initiating a "ministry of presence" pastoral care initiative as a way for lay people to be with folks who are in the hospital, house-bound or dealing with stressful issues. Gregory would provide training using the Carkhuff method to help the people involved to be "pastoral listeners." He has identified ten people who are interested in this ministry.
- Met with Bob Stecher about initiating a Eucharistic Visitor program that would provide a worship service and Holy Communion to people in a local nursing home or assisted living facility on a regular basis.

- **Parish Life**

- Parish picnic was held on May 17<sup>th</sup>. Thanks to the hard work of Jim Skinner, David Freeman and their team of volunteers, it was a successful event with very good attendance.

- **PR & Evangelism**

- Attended Newcomers dinner on May 3<sup>rd</sup>—19 new people attended, including children.
- A Newcomers class ran between April 19<sup>th</sup> and May 17<sup>th</sup>. It varied in class size from 4 to 8 newcomers who attended from week to week.

- **Stewardship**

- We have “email approval” of vestry stewardship statement. I believe a formal resolution approving the statement is still needed. The last version was:

*We believe all that we are, and all that we have, comes from God*

*We will respond to God's gifts with gratitude by committing to give faithfully of our time, talents and resources so that the church can share God's love through regular worship and active ministries.*

*We invite the entire congregation to join us in this commitment to stewardship.*

*I Chronicles 29:14b*

- Linda Bowman, Andrea Manos and I met on May 18<sup>th</sup> to review the possible members of the leadership team for this year’s stewardship campaign. The three of us will contact them over the next few weeks and have our first stewardship planning meeting on Monday, June 15<sup>th</sup>.

### **Other Activities & Responsibilities**

- Continuing education retreat completed May 4-8 at Lake Logan Episcopal Center. Prof. Bill Harkins from Columbia in Decatur led our program on male spirituality.
- Led chapel for MMO on 4/22 and 5/13 (last one of this school year).
- Participated in St. Aidan’s clean-up day on May 16<sup>th</sup>.
- Attended Honduras mission group dinner on May 16<sup>th</sup>.
- Lynn and I are scheduled to attend the youth beach trip from May 31<sup>st</sup> through June 4<sup>th</sup>.
- Personal update.

## **Attachment B**

### **Rector’s Report—May 21, 2009**

#### **Pastoral Care and connection:**

- Lunches/dinner visits: 3. Formal Office visits (since April 23: 8)
- Hospital visits: 3
- attended Tweeners dinner on April 25; Roots and Wings on; Newcomer’s dinner on 5/3; Honduras Dinner at the DeArmeys on 5/16; J. Edman’s graduation party on 5/17
- various phone call check ins, office drop ins

#### **Christian Education:**

- **Classes Lent:** Anglicanism classes on Tues/Wed ended last week. Class will resume in Aug or September.
- **Rector’s Forum:**

- “Serious Answers to Hard Questions” covered four weeks and had good attendance, especially for this time of the year. Topics were Forgiveness, Sins of the Church, and the Gnostic Gospels.
- Fall 2009: Likely Episcopalian 101 with sprinkles of General Convention reflection.

**Staff:**

- Meetings, planning with Sam, Keith
- Meet with Keith and Mary Beth Schnell about Nursery committee leadership
- Regular calendar and strategy meetings on Mondays.
- with Keith, took Donna to lunch for Secretary’s Day, April 23
- Attended and gave opening prayer at Preschool Spring concert, May 12

**Worship**

- Choir Risers: not much activity since meeting twice with Holly Hendrickson, Bobbe Frank. Four drawings were submitted by John today for consideration
- Youth Sunday: full review with Keith and Sam on 5/18. More attention, planning, practice needed with music, though a number of people reported liking Butch’s music on the guitar.  
***Your feedback?***
- Preschool chapel (2)
- Eucharist at St. George Village on 5/6
- Officiated at memorial service of non-member Episcopalian at Roswell Funeral Home, 5/11

**Vestry**

- Endowment/Planned giving lunch and planning, April 21
- April 22, Finance Committee
- Vestry Executive Council with Richard and Bob, May 14
- Memorial Garden discussions with Cathy Schlecht and Bud Alexander
- assisted at clean-up day on May 16

**Diocese:**

- Attended clericus meeting on April 30 at St. Catherine’s
- Welcome-to-the-Convocation appointment with The Rev. Paul McCabe
- Asked to preach at June 28 ordination of new priests.
- still serving as consultant for Church of the Holy Spirit, Cumming. Close to conclusion.
- General Convention and Provincial meetings:
  - June 3-5, 2009 at Kanuga
  - July 5-18, 2009 in Anaheim, CA

**Continuing Education:** May 19-21. Four of ten days used for the year at the Good Preacher conference in Atlanta this week. Heard from Desmond Tutu, Barbara Taylor, Fred Craddock, Otis Moss III, Diana Buter Bass, Will Willamon

**Attachment C**

**Junior Warden’s report May 2009**

**5/21/2009**

**Facilities:**

- Routine Maintenance. I will work with Bud Alexander to get a revised punch list of repairs needed for both buildings and then present a list to vestry which can prioritize. Still open
- Cottage Renovations:

- 1 Bathroom Complete and Ready for use.
2. Kitchen cabinets still need to be repaired and new counter put in. Still Open
3. Inspect electrical systems. Still Open
4. Youth Group- Inside clean and paint still needs to be scheduled with Youth Group. Still Open
5. Need to schedule outside painting and porch post replacement. Still Open

Participated in Spring Clean II

Pressure washed walks and windows. Still need additional closet clean out day.

Walk way between buildings still needs to be addressed.

Assisted with St. Aidan's day picnic. Lots of happy well fed parishioners.

Respectfully submitted: Bob French

**Attachment D**

