

**St. Aidan's Episcopal Church**  
**Vestry Meeting**  
**Thursday, December 17, 2009 – 7 PM**

**Attendees:** Rob Wood, Betsy Jones, Terry Ledford, Harmony Kiser, Jim Skinner, David Freeman, Jim Smith, Andrea Manos, Bob French, Richard Schuetze, Earl Bozeman, Linda Bowman, David Ford, Joey Sargent, Cathy Biondi and Laurin Lausier; Absent: Blair Hendrickson, David Freeman.

1. Opening Prayer/Devotion: Earl Bozeman
2. Approval of agenda—approved.
3. Approval of Oct 2009 minutes—approved with minor change.
4. Stewardship Update: Linda Bowman
  - At January Vestry Retreat time, we will talk about strategy if we are in a serious deficit.
  - Will make calls after the first of the year—those of who have a contribution record and have not responded.
5. Finance Report (see Attachment B)
  - Review November report—
    - The 2010 budget with pledges thus far is \$100,000 short. We have a surplus of \$19,000 which would be gone obviously next year with our deficit. A few other points to note and some areas we could potentially take from--we have \$5200 in the youth restricted account; cottage repair and restoration restricted account of \$5000; cottage repair and maintenance reserve of \$8667; solar energy and conservation of \$5801; operating reserve of \$6000; breakfast ministry reserve of \$6200; friends of music reserve of about \$1000; landscaping reserve of \$1200; attic sale reserve of \$1800. All of this adds up to about \$60,800 without touching the operating budget. We would go to these reserves as a LAST RESORT.
  - Finance Committee Recommendations (Cathy Biondi)
    - We concerned over the status of 2010 pledges and the state of the economy, and thus offer the following 4 recommendations:
      - No Assistant Rector at this point and just have a fill-in Rector occasionally.
      - Suggest only giving the Diocese 10% of what our pledges are in 2010 (this would be around \$37,000 as of now versus what we were planning on giving--\$45, 681.00).
      - Suggest MMO to help pay electrical costs, etc.
      - Suggest Lift High the Cross payment move from \$8000 to \$7000 per month which would then give us an additional \$12,000/year.
    - Suggestion was made that all of us look at the budgets and get together again in the future to discuss where we can cut.
    - It was agreed by the Vestry that we need to let the Parishioners know our financial state and that we basically have a 20% shortfall. Father Rob suggested that we have that discussion on January 3<sup>rd</sup>.
    - As mentioned before, we will also look at those that have contributed in the past and call on them for a commitment.
6. Staffing Update
  - John Sabine has had a job offer for a full time position at another church.
  - In 2004, John was making \$21,630 and he is now in 2009 making \$23,573. He works 20 hours a week. He also has no benefits—health insurance or pension.
  - The Vestry agreed that at this point, it would be very unsettling to the Parish to lose John.

- Motion was made and seconded to offer him \$27,000 now plus a \$1,000 bonus this year. The motion passed with one dissenting vote.
7. Sunday Service Times Discussion:
    - Father Rob suggested that we continue the service times as they are currently (8:30 and 11:00) until June. Our goal of changing times was to move some folks from the late service to the early service and we have done that with the time shift. He feels if we change the early service to 8:15 and try to end it early, that would compromise the integrity of the service.
    - A motion was made to keep the services as is for now until June. The motion was seconded. All were in favor.
  8. Vestry Oversight of Ministry Areas for 2010, including Sr. and Jr. Wardens
    - We will make a Jr. and Sr. Warden nomination at the Vestry Retreat.
    - You, as Vestry members, will be asked for your top 3 areas of oversight and Father Rob will get with the Jr. and Sr. Wardens to determine your responsibility.
  9. Annual Report
    - Have received about a dozen responses from various ministries.
  10. Warden's Report
    - Sr. Warden Report
      - Follow up from Annual Meeting—will determine which suggestions we can follow up on, assign an “owner” to them and then provide feedback back out to Parish with regard to the suggested items.
    - Jr. Warden Report
  11. Rector's Report (see attachment A)
    - With the budget, etc., we have essentially downsized (Father Keith leaving, etc.) and we can not do everything (pastoral care, administrative tasks, etc.) with our current resources. With that said, we have to group think and group solve on what needs to be a high priority.
    - Suggestion made that when Father Rob gets a request, he can pass it on to someone on the Vestry and they handle it. Bob French will put a master spreadsheet together.
  12. New Business
  13. Old Business
  14. Action Steps Review

**Dates to Remember:**

- Next Regular Vestry meeting: Retreat to Kanuga, January 8-10
- Annual Meeting Follow Up, Vestry Commissioning Date and New Member Ceremony, Sunday January 31st

**Attachment A**  
**Rector's Report—December 17, 2009**  
*"hitting the highlights"*

**Pastoral Care and connection:**

- Home communions: 3
- Lunches: 5
- Formal Office visits: 4
- Hospital visits: Dec. 17th
- many phone call checkins after I received a request/follow-up phone call from a parishioner

**Christian Education**

- Bible Study on Mark; has concluded. A lectionary study will begin in January.
- Epis 101 runs through Dec. 20
- Confirmation Retreat at my house, Dec. 12, 8:30-4 pm

**Staff and Administration**

- Delegating some administrative tasks—meeting with Bob French to consider a vestry/parish to-do list to be prioritized
- Prayer workshop meeting with Joe Rich and Harmony, 12/7
- Returned books to Cathedral bookstore from prayer workshop
- signed Stewardship letters; then decided to mail the rest under Linda and Scott's signature
- prepared Ad vent meditation guides
- sermon texts given to Cozy to get them web-ready
- Wrote letter for LHTC loose plate offering
- clergy assistance on Sundays: calls and planning with Rebekah and Katie
- Church music planning
- Memorial Garden planting meeting; new tree and bushes installed
- Seder planning with Lynda Fredrickson and Harmony
- Preschool board 12/2, Christmas Concert on Dec. 15
- multiple huddles with Staff members
- vestry meeting prep

**Worship**

- weekly preschool chapel Wednesdays at 11 am
- regular sermon preparations, generally 8-9 hrs per sermon
- met with Bobbe Frank to begin design for new altar cloths for Lent
- Community Thanksgiving service, Nov. 24
- Lessons and Carols, 11/1

**Diocese:**

- Meeting planned with Fr. Keith and Fr. Tripp Norris: *postponed*

**Personal**

- counselor on Nov.21 and Dec.8
- Vacation days taken, Dec. 14; 8 days remaining in 2009, including a Sunday
  - upcoming Vacation: Dec. 21 and 22, Dec. 28-Jan.4 (weekdays)
- Continuing Education: one taken for sermon writing on Dec. 16; six days remaining. Doubt that I'll get this in.

## Attachment B



09\_11 Operating  
Rev & Exp.pdf



09\_11 Operating  
Reserve.pdf



09\_11 LHTC  
Reserve.pdf



09\_11 Restricted  
Accnts.pdf