

St. Aidan's Episcopal Church  
Vestry Minutes  
Thursday, February 10, 2011

Present were:

**Clergy:** Rob Wood, Rebekah Hatch

**Vestry:** Terry Ledford - Sr. Warden, Joey Sargent – Jr. Warden, Harmony Kiser, Andrea Manos, David Ford, Vicki Scott, Don Frank, Carolyn Glaser, Joe Rich, Jane Simmons

**Absent:** Cathy Biondi, Linda Bowman

1. Opening Prayer/Devotion – 7:05 – Joey Sargent
2. Fr. Rob offered his thanks to Debby Flynn. The vestry agreed that this statement should be in the minutes.
3. Fr. Rob offered Bob Murphy's name for the position of clerk. The vestry approved unanimously.
4. The Agenda was approved unanimously
5. Approval of January minutes
  - a. Was approved unanimously with only one addition. Rebekah Hatch was at the meeting.
6. Community Care Report – Carolyn Glaza
  - a. Carolyn reported that the Newcomers Dinner will be on February 27 at 5:00. 11 families are coming. We are going to try something different – a mini-progressive. Guests will start at one table and go to other tables for different courses. The PowerPoint presentation needs to be updated. Ann McManus is in charge of food and Marge Magee is doing decorations.
  - b. Vicki said there has been discussion about restarting a shepherd's group to welcome back those who haven't shown up for a while and welcoming new people. There is to be further thought about this.
  - c. Harmony spoke about Pastoral Care. The Community Care Group is having a meeting after church this Sunday, Feb. 20, for all those involved in helping with the Newcomers, Shepherds and Pastoral Care
7. Terry will be keeper of the Vestry organization and oversight form so if there are updates to ministry leadership and the like, get them to him whenever needed.
8. Annual Meeting – Fr. Rob Wood
  - a. The vestry went over the agenda. Terry will go over the vestry and its organization
  - b. Presentations were discussed

- c. Partners in outreach – Joey – Will discuss the Feb 20 Day featuring Nicholas House, Drake House and the new backpack ministry. There will be tables, a brief presentation about the ministries and then Q&A.
  - d. Partners in Outreach will happen 3 or 4 times a year.
  - e. Hearts for Mission will be added to the agenda.
9. Youth Ministry Task force Update – Joey Sargent
- a. Joey – has a team 6 or 7 people. They will have a job description made and short survey for the youth to say what they are looking for in a new youth minister. Should be ready to get looking in a week or two. We need funding for full timer. They still are in the planning stages for what a fund raiser would look like. Joey and Fr. Rob stated that a youth minister is more about relationships than tasks. The person will be working from 30-40 hours per week and they would like the person to start before midsummer. Fr. Rob envisions the person meeting youth for lunch, collaborating with staff, going to schools, etc. He sees fundraising for this position as a priority over other type of fundraising. It should be about 30k for 2 or 3 years then hopefully self sustaining in the budget.
10. Endowment board – Fr. Rob Wood
- a. Fr. Rob passed around a brochure that was a 2009 vestry item on the Endowment ministry that is forming. Generally, current gifts should go for current items, special gifts to go to what is intended for, but end-of-life gifts so designated will go to Crann Beatha Society [the Endowment Ministry] and that group will determine how the money will be used, per its by-laws. Those by-laws will be emailed for review prior to the March vestry meeting. Jane asked if an undesignated memorial gift comes in, would vestry be able to put it in the Crann Beatha Fund. The answer: yes, but it would be subject to those rules of use. Rob said the vestry could decide it could go elsewhere so the whole principal could be used. There will be more discussion about this next month.
11. Finance Report – Fr. Rob Wood
- a. Final 2010 report was emailed by Jim Myers. There were no questions.
  - b. Stewardship update. Thus far we have 285 pledges. We need to make 3 adjustments to budget – 1. Increase pledge line in the budget to actuals as of Jan. 31 (about 485K). 2. A Future Spending line item will be added to balance the budget and so that the vestry could determine if there is a mid-year need or project. 3. Budgeting for expected shortfall in pledges will increase with the increase to the expected pledges. Reminder: The surplus of 2010 will cover Rebekah's additional hours of work during sabbatical. The vestry was very pleased.

- c. 2011 budget is under final review and category re-organization.
- d. Housing allowance resolutions for Fr. Rob and Rebekah
  - i. Rebekah read hers resolution and it was passed unanimously.
  - ii. Rob read his resolution and it was passed unanimously.
  - iii. these are both part of these minutes as attachments
- e. Staff salary increases or bonuses
  - i. Fr. Rob wants some type of acknowledgement for Donna. Last year she got a \$500 bonus. There was a motion by Joey for 3% plus a \$500 bonus. Vicki seconded and it was passed unanimously.
  - ii. Fr. Rob reported that Susan is thinking of moving on at the end of the year. There was a motion by Joe to give Susan a \$500 bonus. Vicki seconded and it was passed unanimously.
  - iii. With the clergy out of the room Terry motioned that the vestry give a \$500 bonus to Rebekah and a \$2,000 bonus to Rob. Dave seconded and both were passed unanimously.

12. Winter dates

- a. Shrove Tuesday is March 8. There will be a supper at the church.
- b. Ash Wednesday is March 9. There will be services at 7:30 am, Noon and 7:30 pm. Fr. Rob asked for vestry presence. Terry will be there at Noon. Others TBD.
- c. Ministry Fair is on March 12.
- d. Hunger Walk is on March 13.

13. Jr. Warden's Report – Joey Sargent

- a. Joey stated that she has sent out the job description. She has also sent out the VPOD schedule. If any vestry person wants a walk through to be sure they know how to be VPOD they are to see her.

14. Sr. Warden's Report – Terry Ledford

- a. Attendance will go back on the Sr. Warden's report. Right now we average 302 VS. 315 last year.
- b. Vestry retreat – the vestry got a lot out of the meeting.
- c. Annual report is done and will be available at the Annual Meeting.
- d. Saint Aidan's Day went well and there was a full house for the celebration.
- e. On-line contribution statement for taxes-- Over 80 people have registered. There were a few problems up front but they are being worked out.
- f. Sabbatical Team - Met on Tuesday. The mission is to see how we will work during Fr. Rob's absence. The vestry needs to communicate the plan to the parish. Pastoral care will be the most important thing to be concerned with. Also important will be liturgy and parish administration.

The goal is to start a series of communications to the parish explaining who to go to for what issues, etc.

- g. Phone system – We are looking at replacing the equipment. Jim Skinner is working on this.
  - h. Memorial Garden – We need to reconstitute the team to fulfill the hardscape plan
  - i. Vestry Duties – Terry mentioned that we need to put the duties on the website.
  - j. Job Description – Terry has completed it and has sent it out.
15. Rector's Report – Fr. Rob Wood
- a. The report was emailed out
  - b. Worship Items – Cozy is working with Fr. Rob on cruets. People are sending in money but we don't need only cruets but we need other things like offering plates (not baskets) etc.
  - c. Wednesday nights are getting larger and larger. We need to introduce ourselves to attendees we don't know.
  - d. Lenten Class - Plans starting for classes starting on the 27<sup>th</sup> on a series on the 10 commandments and life applications to go with it. Fr. Rob and Rebekah are to work on it.
  - e. There is a Feb. 18 event at Hopewell Middle School. Jim Skinner is taking the lead.
  - f. Sabbatical Update – Away time will be two weeks in Scotland, then a week at Holy Cross Monastery in New York for retreat and spiritual direction. There will be a few trips to Sewanee and also some home time to read, reflect, exercise, etc. Fr. Rob said he is very thankful for his being able to do this.
  - g. Devotion schedule is in the agenda.
  - h. Bishop of Atlanta – As we know he is retiring. There will be a search committee forming with the standing committee to start the process of finding a new bishop.
  - i. We need to form a task force to replace Susan. She has given us until December but we probably need someone here by midsummer.
16. New Business
- a. Parish Beautification – We have received a gift of \$5000 for this. Rebekah will head up a task force.
  - b. Parish Picnic – The date change to May 1 so Rob can attend before his sabbatical. This is Sunday after Easter, and also is Youth Sunday.
17. Old Business – None.
18. Motion to adjourn was done by consensus and the meeting was concluded at 9:30 with a closing prayer by Fr. Rob.