

St. Aidan's Episcopal Church
Vestry Meeting
Thursday, November 19, 2009 – 7 PM

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

Fr. Rob welcomed the new Vestry members to our meeting tonight. Linda Bowman, David Ford, Cathy Biondi and Vickie Scott

1. Opening Prayer/Devotion: Richard Schuetze
2. Approval of agenda—approved.
3. Approval of Oct 2009 minutes—approved with minor change.
4. Sunday Service times discussion:
 - At the Annual Meeting, 8:30 am and 10:30 service times seemed to be liked by most that attended each respectively. Goal of the later early service time was to pull some additional people to that service from the later service. It seems that the folks that come to the late service like it because of the music which is not available at the earlier service.
 - Worship Committee suggested that the late service go back to 10:30 am.
 - The following suggestion was made:
 - 8:15 am Early Service Start
 - 9:00 am Early Service End/Breakfast Begin
 - 9:30 am Breakfast End/Sunday School Begins
 - 10:15 am Sunday School Ends
 - 10:30 am Late Service Starts.
 - Fr. Rob suggested that we get a group together to determine liturgy for the early service if we are to start at 8:15 am and end at 9:00 am. All were in agreement of the above proposed times and suggestion.
5. Discussion: keeping or eliminating the early Children's Chapel.
 - Average number of attendance is 3.7 children. Consensus was to stop holding the early service Children's Chapel. Agreement made to keep it until we change the service times.
6. Stewardship update:
 - 53 pledges, \$153,080 thus far.
 - Sunday is final day of campaign. Stewardship Committee will call to remind folks.
7. Finance Report (see Attachment D)
 - Review October report—all were in favor.
 - Note e-distribution of first-pass 2010 budget
 - Endowment Board policies for recommendation and ratification
 - The gift review committee is a sub committee of the endowment fund.
 - Page 1, 2B--Undesignated monies—freedom by Rector and Vestry to put a portion of monies to their ultimate use (such as towards our mortgage) and the other portion to the endowment as long as it is not designated.
 - The Endowment Board policy recommendations were approved. All were in favor.
 - Fall Festival proceeds—how to allocate?
 - Final proceed amount from Fall Festival is \$526.08. Proposal was made to take line 8112 Fall Festival proceeds and an additional \$250.00 from Outreach and give to Emmaus House. A motion was made and all were in favor.

- **Motion needed: The vestry of St. Aidan's authorizes Bob French to sign the \$50,000 Line of Credit with American Trust Bank on behalf of St. Aidan's Episcopal Church and the vestry of St. Aidan's. All were in favor of this motion.**

8. Vestry reporting

What this means: a 3-4 paragraph report of recent events, upcoming events, needs, success, wishes—emailed out 1 week prior to the meeting for discussion at the meeting.

November	Bldg & Grounds
Dec	Lift High the Cross

- Building & Grounds—Terry Ledford (see attachment E)
 - There are so many folks (paid and volunteers) involved in taking care of our buildings and grounds!
 - Bud Alexander does an exceptional job taking care of various things around the church.
 - Mansell Landscaping is going to put pine straw in Memorial Garden and can possibly do some freshening up front prior to Christmas.
 - Fr. Rob thanked Terry Ledford for his good work.
9. Annual Report—Dec. 15 deadline
- Annual Report draft will go out via email and each vestry person will need to update their area of responsibility.
10. Warden’s Reports
- Sr. Warden (see attachment B)
 - Fr. Rob suggested coming up with a Vestry Training Template that Jim Smith will pull together.
 - Jr. Warden (see attachment C)
11. Rector’s Report (see attachment A)
- The Thursday meetings “How do we understand the ministry of homosexual persons at St. Aidan’s” have been well received. Fr. Rob hopes that people do not feel excluded based on the general sentiment to welcome and include gay and lesbian people into parish life and ministry. Some families (3 thus far) have chosen to leave the church.
12. New Business
- Sunday, Dec. 27, 10:30 service only and continental breakfast. All were in agreement.
 - Staffing plan and future clergy hire.
 - Various Rectors will be helping out from now to beyond Easter.
 - New vestry orientation, dates TBD.
 - Parish meeting review; notes collected, etc.
 - The Roundtable discussions at the Parish Meeting went very well. A suggestion was made to have an additional meeting beyond the January Annual Report Meeting to discuss our mission.
13. Old Business
- Memorial Garden plantings and cross.
 - Vestry Retreat (money, carpooling, roommates, etc)
14. Action Steps Review

Dates to Remember:

- Next Regular Vestry meeting: Thursday, December 17, 7 PM

Attachment A

Rector's Report—November 19, 2009

Pastoral Care and connection:

- Formal Office visits: 6
- Hospital visits: 10/20, 11/3
- various phone call check ins
- St. George Eucharist on 11/4
- Fall Festival: wasn't this great!!
- Newcomer's Dinner, 10/18
- Roots and Wings dinner, 10/24
- Lunch box covenant on 11/3 and 11/17
- lunch with Theo M. and Barry M.
- discretionary assistance: 2
- NFCC breakfast, 11/11
- Parish Fellowship/Italian night, 11/14
- notes to vestry candidates not selected

Christian Education

- Bible Study on Mark; will conclude in early Dec.
- Epis 101 runs through Dec. 20
- planning for three parish meetings on homosexuality on 10/22, 10/29, 11/12

Staff and Administration

- Annual Meeting preparations
- Helped with LHTC flyer for Parish meeting
- clergy assistance on Sundays: interviews, calls, and planning
- w/ Joe Herring to discuss Christian Ed. in December
- Staffing: Dawn departure, Susan hire
 - office space usage
- finance and budget meetings with Jim Myers, 10/27 and 11/17
- Church music planning
- Preschool meetings on program and structure, 10/27 and 11/4;
 - planned expansion in 2010-2011
- various work on Church signage and pictures
- various huddles with Staff members
- vestry meeting prep
- Nursery Committee meeting, 10/21 and 11/8
- Troop 1459 renewal meeting

Worship

- weekly preschool chapel Wednesdays at 11 am
- regular sermon preparations
- Worship Committee Meeting, 11/11
- Covenant singers music planning, 10/28
- Lenten Devotional planning, 10/28
- Christmas Pageant Meeting, 10/28
- Baptism Instruction, 10/31 and baptism party, 11/1
- Faithful Departed liturgy, 11/1

Diocese:

- Clericus 10/20 and 11/17
- Diocesan Council Nov. 6&7
- Compline at St. Benedict's with Presiding Bishop
- Meeting planned with Fr. Keith and Fr. Tripp Norris for December

Personal

- work-load thoughts
- counselor on 11/3
- 9 days remaining in 2009, including one Sunday
- Continuing Education: seven days remaining. Doubt that I'll get this in.
- sabbatical planning group needed

Attachment B

Sr. Warden's report

November 19, 2009

1. Annual Meeting
 - a. Perceptions lessons learned?
 - b. Follow up on Comments and Suggestions
2. Assistant Rector Search
 - a. Liz Schellingerhoudt – Determined not a good fit with St. Aidans
 - b. Elizabeth Roles – took employment at Emmaus House
 - c. Rebekah Hatch – bought home in College Park
 - d. Plan “D” We will continue with guest ministers (including Fr. Joe) until the spring when we will assess other potential candidates.
3. Girl Scout use of facility and possible change to the use agreement
 - a. Issue is that our agreement holds the user for all potential losses (damage) incurred, regardless of cause
 - b. Made exception with the consent of the insurance agent.
 - c. Consider making this a policy change for our rentals.
4. Discussion on service time change
 - a. Stay with 8:30 and 11:00 service times
 - b. Return to 8:00 and 10:30 service times
 - c. Alternative times?
 - d. Saturday early evening service
 - e. Other service changes (music, etc.)

5. ASA report

Date	11/8/2009			
Early Service Attendance		113		
Late Service Attendance		166		
Total		279		
	YTD	Annual	Year to date	Actual
	Average	Average	increase %	increase %
2005 Avg. Attendance (to date)	239.0	249.3		
2006 Avg. Attendance (to date)	261.4	276.9	9.38%	11.07%
2007 Avg. Attendance (to date)	282.8	301.3	8.19%	8.81%
2008 Avg. Attendance (to date)	302.8	304.8	7.09%	1.16%
2009 Avg. Attendance (to date)	319.0		5.33%	

6. New Vestry education
7. Annual Report
 - a. Bob and Richard to assemble the report
 - b. Will send out last year's report and assignments this weekend

Respectfully Submitted
 Richard Schuetze, Senior Warden

Attachment C

Junior Warden's report Nov. 2009

11-18-2009

Facilities:

- Cottage Renovations:
The kitchen is yet to be finished. Jim Fredrickson estimates another 30 to 45 Days for on the kitchen. **Still Open**

Boy Scouts are to come forward with an Eagle project to build a deck off the back of the cottage where the new French doors are. **Still Open**

Other:

- Asstn. Rector Search :
Attended service and breakfast with Elizabeth in Dalton. As we know she has withdrawn as a candidate. On to plan B, assistant by committee, but we will keep our ear to the ground for any possible candidates. .
- Diocesan Council:
Attended the 103 Atlanta Diocesan Council on Nov. 6th and 7th. A great experience, and recommended to everyone at some point in their life in the church. It was good to hear and see how well our 10% tithe was being spent to benefit both Atlanta and International outreach.
- The Church and Homosexuality:
Attended the first parish meeting on this, traveling on business so I missed the others. I hope and pray that we can overcome our differences on this one issue, for the greater good done at St. Aidan's.
- Anniversary:
Dana and I celebrated our 30th anniversary Oct. 20th. Not sure how she has put up with me all this time but very grateful she has.

Respectfully submitted: Bob French

Attachment D



09_10 Operating
Rev & Exp.pdf



09_10 LHTC Reserve
Calc.pdf



09_10 Oper Reserve
Calc.pdf



09_10 Restricted
Accounts.pdf

Attachment E

A lot of people are involved in the Building and Grounds ministry of maintaining, and improving St. Aidan's facilities and landscape – from parishioners to staff to outside contractors. Much of the activity occurs daily, and probably goes unnoticed, as light bulbs are replaced, carpets are cleaned, plumbing is unstopped and air conditioners are repaired. Bud Alexander has been invaluable in controlling energy costs and maintaining the buildings.

Recent Events

- Green Team (Earl) completed Recycle Bin Enclosure and the church-wide recycling program was initiated
- Earl Bozeman assumed oversight responsibilities for the Grounds
- Mysterious Moppers added (quarterly) waxing to regular floor cleaning in Dining Hall

Upcoming Events

- Stripping and waxing tile flooring in remainder of Parish Center (stage, class rooms)
- Inventory and Management of Existing Storage Space
- Re-Bid Fire Alarm/Sprinkler Safety Inspection contract

Needs

- Landscaping Work Day
- Repair Leaking Roof over Burtenshaw Hall
- Additional Storage Space!!
- Two Additional Handicap Parking Spaces
- Implement remaining Energy Audit recommendations
- Parking Lot Repairs

Successes

- James Graeme repaired lawn sprinkler system.
- Volunteers stripped and waxed floor in Dining Hall saving over \$1,200 from vendor bids.
- Lowered cost of Janitorial Service with new supplier contract starting mid 2009.
- Lowered cost per therm with new Natural Gas Marketer contract starting mid 2009.
- Lowering cost of Heating and Air Conditioning Equipment Maintenance with new supplier contract beginning in December.