St. Aidan's Episcopal Church
Vestry Minutes
Thursday, December 9th 7 PM

Attendees: Rob Wood, Harmony Kiser, Joey Sargent, Andrea Manos, Jim Skinner, Cathy Biondi, Linda Bowman, Blair Hendrickson, Earl Bozeman, David Ford, Terry Ledford, Vicki Scott, Linda Bowman, Jane Simmons, Joe Rich, Don Frank,Debby Flynn (clerk), Absent: Bob French

1. Opening Prayer/Devotion by Cathy Biondi
2. Welcome new Vestry members
3. Approval of agenda with addition to New Business- advertising
4. Approval of November 2010 minutes- unanimous with date change
5. Finance-

November report emailed by Jim Myers-

- Plate, non-pledge is close to target. There is also a little bridge fund giving.
- Pledged giving is way down against budget. Keep in mind that the giving budget is projected based on last year giving rates.
- Pledged giving was $27,776 vs. Budgeted $41,491 for November.
- December budget is even higher and the first Sunday of December is not off to a great start.
- November is almost $10,000 net behind budget. So far we are still positive for 2010 and I expect that we will end positive for 2010.
- LHTC giving is also below expectations. Total giving was $5,548. Debt service was about $4,000. Our loan is due on Jan 15 2011, only about 35 days away and we still are short about $16,000 of paying this off.
- Fr. Rob to check on the Pre-school reimbursement line

Stewardship Update-

- Currently have 150 pledges for $423,000. Last year at this time we had 118 pledges for $363,000.
- Proposed 2011 budget was handed out so new Vestry could begin reviewing. 2011 budget is 575,764- this is a stretch and includes adding staff.
- Will review 2010 and 2011 budget at the next Vestry meeting, possibly comparing side by side so will be able to see which areas are remaining flat and which are increasing/decreasing. At this time decisions will be made to adjust different ministry's to be in line with what is actually needed as compared to the final 2010 numbers.
- Progress on stewardship is good, emails have been sent to those parishioners that have previously pledged and have not done so for 2011. Call campaign will begin in January 2011.

6. Donna Jones- performance review- Fr Rob and Terry met with Donna and reviewed her performance.
7. Office assistance- updates and plans (handout)
   - Looking to hire an office assistant for 5 weeks for 16hr/week/$13.00/hr. The total cost would be around $1,000.
   - The money to pay for this position will come from the solar energy reserve fund.
   - Concerns for hiring for this position include time Donna will have to spend getting this person trained and will it be worth the money spent vs. work out put.

Office assistant update con't

- Fr. Rob has had 5 applicants for the position and one person could be up and running quickly. This person has previous experience in the tasks outlined for the assistant to manage. Person could start as early as Monday December 13th which is helpful for yearend additional work for Donna.
- A motion was made to proceed with hiring seasonal part-time help for the office. Motion was seconded and passed unanimously.

8. Vestry Business 2010-2011
    - New Vestry needs to get with outgoing Vestry member to get the necessary keys.
    - Handout of propose vestry structure change. Instead of each Vestry person have an area of oversight, the areas of oversights would be combined into 4 groups and Vestry members would be assigned with 2 others to manage that group of Ministries. This would allow an exchange of ideas and support for each other. Possibly setting aside time at each Vestry meeting to allow the groups to meet.
    - The groups would be determined by each Vestry member's interest and try to pair new members with old so that the learning curve is not as long. Keeping in mind the Vestry people are supposed to be liaison for their areas, not actually doing all the work.
    - Fr. Rob will be emailing current Vestry members the ministry descriptions currently under their oversight. He would like everyone to edit the descriptions and put in notes that would be helpful to someone taking over that area.
    - Annual report needed, each vestry person will be emailed a chart to fill out about their ministries and who is currently heading up or helping in those areas.
    - The date for the annual meeting will be February 13th, during the hour Sunday school would be held.
    - November parish meeting update/follow-up- will be reviewing comments and if anything is added during the week try to add on Wednesday nights. This could be the night the church adds fellowship functions.
    - Fr. Rob sabbatical- did not receive the Eli Lily grant so alternate plans for Sabbatical are being made. The church has been saving for the Sabbatical so there is some money available.
    - Need to start educating the parish on what to expect during Fr. Rob sabbatical. Start outlining who will cover what areas in Fr. Rob's absence.
    - Sabbatical will be early May 2011- mid August 2011- 10 weeks
9. Fall-Winter Dates
    - Dec 12th Lessons and Carols with a recital by Christian followed by reception-currently 100 people signed up.
    - Christmas service:
    - Fri Dec 24th- 4PM, 7:30PM, 11PM
    - Sat Dec 25th 12 Noon
    - Sun Dec 26th- one service 10:30 AM
    - Sun Jan 2nd, 8:30 and 10:30

10. Jr. Warden report
    - VPOD schedule explained to new Vestry members.
    - Blair will develop VPOD schedule for next couple of months if anyone knows of schedule conflicts please email Blair in the next day or two.
11. Sr. Warden report- none.

12. Rector's Report-

- Pastoral Care- office visits, home visits, newcomer calls, Hearts for Mission-Hopewell, Pre-school Thanksgiving feast, funeral preparations.
- Christian education- Messiah study Tue AM, Wed PM- about 32 people attending ended 12/8. Confirmation class prep, newcomer class prep- 7 attendees
- Staff and Administration- planning with Rebekah, staff meetings, sermon prep, sabbatical planning, staff performance review,
- Worship-Preschool chapel Tuesday's 11 AM, Dec 8th St. George Eucharist, Covenant singers Nov 14th- well attended. Funeral 11/27/10 at Roswell funeral home.
- Diocese- Clericus 11/30 at St. James in Marietta met with Ellen Mitzenmyer, chaplain at KSU.
- Continuing Ed- reading days in December (6th, 13th, 29th, 30th), may attend the telecast conference of the Trinity Institute at Sewanee, Jan 19th-21st.
- Personal- Thanksgiving vacation Nov 23rd-27th.

13. New Business-

Advertising-

- Hand out on tripod kiosk at North Point Mall. Cost would be $395/month for years lease, or $395/month + $195 initial set up fee for 6 month lease.
- There are two good locations available in North Point Mall. The company would do all the creative work for the sign, there would be a place to put brochures or different functions we may have going on at the church, i.e. fall festival.
- Could possibly try to work with other Episcopal churches to see if they would like to share the sign and cost. Lead time to get the sign place is 3 weeks
- Motion was made to partner with another church/or church's/or by ourselves to do a 6 month lease on sign. Motion was seconded and passed unanimously.
- Action steps before signing a lease-
    - Check with companies currently leasing signs for input on effectiveness.
    - Negotiate price
- Money to pay for the sign will come from two places- current advertising $ in 2010 budget, 2011 advertising budget $ and if needed the solar energy reserve fund.
- Currently the Solar reserve fund has $4,600-1,000 allocated for office help=$3,600 balance to draw from.

Vestry Retreat-

- Will be held Saturday Jan 15th 9AM-5PM
- Place to be determined.
- Fr. Rob will send out an email polling whether to have a dinner including spouses either on Friday night before or Sat night.

Recruitment and training day Jan 9th – at 10AM. Worship groups will be held in the Church all other will be in Burtenshsaw Hall

<u>Dates to Remember</u>-
Next Vestry January 15, 2011 9AM
Feb 13th Annual Meeting

Meeting concluded with a prayer led by Fr. Rob

Respectfully submitted by Debby Flynn, Clerk