

St. Margaret's Church

Westminster Parish



Draft Vestry Minutes

Monday, March 15, 2010

1. Opening: The meeting was called to order by The Rev. Lori Lowe at 7:00pm in the library of the Parish Hall. Arvilla Wubbenhorst offered the opening prayer.

Attendance: The Rev. Lori Lowe, The Rev. Stewart Lucas, Bud Billups, George Saroch – Junior Warden, Gordon Piché – Treasurer, Stacia Bontempo – Clerk, Bill Bird, Steve Brennan, David Brown, Wendy Gargano, James Hanrahan, Missy Kelly, Cathy Mohler, Emilia Nardi, Elizabeth Parker, Bob Sanderson, Jerry Smith and Arvilla Wubbenhorst

Absent: Leah Drooff

2. New Vestry Member

- a) Acceptance of Resignation – the resignation of Carol Auer was accepted by the vestry.
- b) Election of New Member – Wendy Gargano nominated Bill Bird to fill the seat until 2012. He was one of the nominees for vestry at the 2010 Annual Meeting.

MOTION: It was moved and seconded that Bill Bird fill the unoccupied vestry seat until 2012. The motion passes unanimously.

3. Approval of February Minutes: Stacia Bontempo

The minutes of the February, 2010 meeting were reviewed and amended as follows:

- a) Under #1, Absentee List: Add Bud Billups and Gordon Piche.
- b) Under #2b, Expectations of New Vestry Members: revise first sentence from “all new vestry members signed an oath to the Episcopal Church” to “all new vestry members signed the required oath to the Episcopal Church.”
- c) Under #5, after the Treasurer’s Report: Add this line before the alphabetized list- “For the Treasurer.”
- d) Under #6b, revise phrase in the 2nd line from “\$25,000 for stained glass repair” to “\$25,000 for stained glass repair and shields.”

MOTION: It was moved and seconded that we approve the February, 2010 minutes as amended. The motion passes unanimously.

4. Treasurer's Report & Financial Report: Gordon Piché

Quote

**St. Margaret's Church Westminster Parish
Treasurer's Report
15 March 2010**

At the end of the month of February, there was \$79,941.18 in the Operating Checking account and \$63,337.35 in the Operating Savings account. The Designated account had a balance of \$31,099.63 and the Rental House checking account balance was \$12,306.15. It is noted that as of Friday March 12, there was \$67,374.65 in the Operating Checking account.

On the **income** side of the ledger, through the end of the month of February, the actual yearly income was \$112,928.01 against a budgeted income for the year of \$130,468.80. That is \$17,540.79 under total YTD budgeted income (*note: YTD = January 1st through February 28th*). Pledge income deficit for the year was reduced from January to \$8,569.50 below budget YTD. Donations and Special Offering continue to show little income. Plate income is behind projected by \$2,090.60.

On the **expenditure** side, through the end of February, we expended \$95,739.28 having budgeted expenditures for the year of \$130,469.60. Under spending totals \$34,730.32. . The line items with the greatest under spending occur in clergy expenses (-\$11,337.82 – mainly Rector compensation), Administration expenses (-\$5,265.20), Christian Education (-\$5,672.61), and Mission Commission (-\$4,692.97). Building and grounds has exceeded budget by \$5,918.94 for the year to date due to snow removal and utilities.

The **net total** or bottom-line as of February 28, 2010 shows a net income of \$17,188.73 (i.e., actual income less actual expenses).

Gordon Piché
Treasurer

End Quote

MOTION: It was moved and seconded to accept the March 15, 2010 Treasurer's report as submitted. The motion passes unanimously.

5. Vestry Stewardship Statement

- a) We reviewed the vestry stewardship statement that was discussed and prepared on March 6, 2010 at the vestry retreat. We want to have this statement in place before a new rector arrives.
- b) There was debate about the meaning of the phrase 'Biblical Tithe.' Our hope is that it will provoke thought and prayer about giving and how it's tied to an individual's spiritual journey.
- c) All new vestry members will need to review this statement and sign it. About every 3 years it should be reviewed and updated when the entire vestry has turned over.
- d) We will review the statement again in April, 2010 to make any final changes.

6. Update on Search Process (as needed)

- a) A large abundance of new applications was received last week. We are past the cutoff date and that needs to be clearly posted on the Internet. 45-50 candidates are on the active list. Teleconferencing is one of the bigger next steps for the search committee.

7. Building & Grounds – Capital Projects for 2010

- a) We reviewed the list of capital projects from the endowment for 2010. We have \$88,000 in the 2010 budget. The storage shed relocation is one additional project to consider, however we should wait until we've determined the future for our campus space. The day school scholarships are another item to add to the list. There was discussion about how to prioritize the items. Before the next meeting, George Saroch and Bill Bird will look into the well recondition and drilling for a new well. Missy Kelly, David Brown, Arvilla Wubbenhorst and Wendy Gargano will look into options for the day school flooring.

8. Other Business

- a) Youth Minister – so far, there is no interest in our youth ministry opening. Cathy Mohler will call 4-6 like-sized churches to find out how they handle youth ministry (volunteer/paid positions, salary, duties).

9. Warden's Reports –

- a) Junior Warden: Organization & Structure (George Saroch) – We took a look at how St. Margaret's church has become a corporate size church and how we govern ourselves. We are looking at our current and proposed commission structures. We have 3 active commissions (Christian Formation, Mission and Outreach and Finance); 3 quasi-active commissions (Building & Grounds, Parish Life and Worship); and another commission that we should consider (Evangelism). Can some of these be combined and renamed? How are commission chairs selected? How can the Vestry support the commissions and set up formal communications? The commissions need vestry liaisons, so each vestry member should expect to serve on at least one commission. George will continue his work on this and ask commission chairs to work on mission statements for their mission. Bob Sanderson will work with George and Lori on this project.
- b) The President of the White Hall Creek Conservancy has approached us to look into the issue of runoff.
- c) Senior Warden (Bud Billups) – The vestry coffee hour duties expected this spring have been deferred.

10. Associate Rector's Report

- a) No report.

11. Interim Rector's Report

- a) Retreat Plans – June 4-6, 2010 is the best date for the combined vestry/search committee retreat at Claggett. Bruce MacPherson will attend the first half of the retreat.
- b) Vestry Person of the Day Proposal – Locking and unlocking of doors at the church is a real problem right now. Can we initiate a vestry person of the day for Sunday morning

only? A specific set of duties would be assigned, including counting, attending the 7:30am post-service coffee hour and staying through the 9:00am and 11:15am services, locking up, turning off lights, and assisting the rector as needed. Lori and Stewart will come up with a list of duties.

c) Pastoral Concerns

12. ADJOURNMENT. There being no objections, the meeting adjourned at 9:38pm with a closing prayer.

Submitted by

//s//Stacia Bontempo

Stacia Bontempo, Registrar

Nota Bene: Opening Prayer Assignments

April, 2010 – Emilia

May, 2010 – Leah

June, 2010 – Steve

July, 2010 –

August, 2010 - James