

St. Alban's: Christ-centered, radically embracing people and creation

VESTRY MINUTES - 7:00 p.m.

January 22, 2019

I. Call to Order and Approval of Agenda 7:00 pm

Present members: **Jenny Buchanan, Howard Doak, Virginia Jeffrey, Kim O'Grady, Brian Raygor, Chris Sabas, Arlene White, Vic Evans (by phone), Frieda Malcolm (rector), Sharon Walsh (substitute recording secretary)** Guest: **Maggie O'Grady**

Agenda changes: Postpone discussion of minutes because members did not have them. Add Worship (after Property), Virginia moved and Kim seconded a motion to approve the agenda as revised. The motion passed.

II. Review of Listening Guidelines, Devotions –Frieda (Mathew 9:35-38)

III. Minutes of December 2018—Postponed

IV. Financial Reports December 2018 (end of year)—

Frieda: We're overbudget for income despite being under for pledges; designated income is actually carry-over income. Under "church pension fund" looks like we overpaid by almost \$2000 because of communication problems with the church pension fund regarding both Barbara Ann Fisher's and Frieda's pensions which have now been corrected. Frieda sees no need to adjust the budget for her pension in 2019. On Profit and Loss statement second column represents total annual budget for an item divided by 12. Brian moved and Chris seconded a motion to approve the 2018 end of year budget report. The motion passed.

V. Old Business

A. Budget 2019: Final Approval

Frieda: Income Budget: 2nd column should read 2019; carryover will be \$3935.59; pledge amount should be \$148,596 which is amount Shelly gave Frieda in late December. This amount probably doesn't include Parish Pay people. Chris will contact Shelly and any Parish Pay members who haven't yet made a pledge after she gets the list from Troy. We are significantly under the needed income amount for 2019. Some user groups have asked how much they'll be expected to pay because their numbers have dwindled, but Frieda doesn't advocate an increase to them. Virginia moved and Howard seconded a motion to approve the income budget. The motion passed.

Expense budget—Currently it's about \$219,000.

Brian: Last year we had lawn cut every 2 weeks. He will ask our current lawn service to cut every other week this year, but ask that we have the ability to get an extra cut if necessary. This will save more than \$5000.

Frieda: Under Property Repair and Maintenance--\$1900 can be reduced for contract cost since this can come from Hodgson.

Howard: Suggested budget amount be \$5000. Electricity was well under budget in 2018, so reduce amount to \$1700. Gas can be decreased to \$6000. Water/sewer budget changed to \$650.

Brian: Income and expense budget difference is almost \$32,000.

Frieda: In the past, we've waited until we're certain all pledges are in and then decided, if necessary, to revisit budget topic at midyear. We should inform the congregation of the shortage.

Arlene: It's important to be as transparent with congregation as possible. Arlene moved and Kim seconded a motion that the expense budget be approved as amended. The motion passed.

Vic: Is it possible the capital campaign affected pledges?

Frieda: It's possible but there's no real way to know. We can ask Shelly if number of pledges dropped.

B. Master Calendar Review, Set Dates for 2019

Arlene: The calendar functions as a monthly reminder of tasks to be done. Feb—sign lawn care contract if needed; parochial report due; March 10—Lenten luncheons begin; March 30--spring walk through; audit should be done in spring; no Vestry meeting May 28; MMR June 1 from 9 to about 1:30 (TBA); June 16—summer schedule begins;

Frieda and Arlene: Vestry members need to update calendar as things happen within their roles and responsibilities. Be sure to write items on Mary's calendar in the office as well.

C. Vestibule Improvement ideas—discussion postponed

VI. New Business

A. Nomination of Chris Sabas to Diaconate—Brian gave a brief report to Vestry. Committee met almost weekly through summer and drafted the letter of support at their last meeting. Their support was strong and without any reservations. Vestry had an opportunity to ask Chris questions. They learned that she feels called to bring the world to the church and help the church build bridges to the world; her study should not affect

Vestry work; her ordination will probably occur in 2020; the diocese has received a grant which may make St. Alban's financial contribution to her education minimal or unnecessary. The Vestry signed the Certificate of Recommendation and expressed enthusiastic support for her.

B. Break into groups for MMR Goal work

Arlene: Group should discuss where goals are going to be met or where there are problems. Vestry members should be prepared to give an update for their area at the February meeting.

VII.. Reports

A. Property

Howard: The inducer for heating unit on roof had to be replaced last week by Perfect Degree; cost was \$1268.31. Frieda said this was a capital expense since the unit was new and could be paid with Hodgson funds. Howard moved and Brian seconded a motion that the \$1268.31 expense be charged to Hodgson funds. The motion passed. Another mouse has been seen. Traps have been set but no mouse has been caught.

B. Worship

Virginia: If a Lector gets a sub, Vestry Person of the Day (VPOD) may not be aware of this. She will ask Jim Cockey to notify Lectors that they should contact the VPOD anytime they get a sub.

C. Senior Warden

Arlene: She reminded Vestry that there is a clipboard in the office for their questions or comments. When serving as VPOD, the individual should arrive at church by 10. She encouraged Vestry to share what their committee/group is doing in a Herald article. Mary has asked that Vestry check their mailboxes on a regular basis (names are under slots). She distributed an updated Vestry contact list for members to check for accuracy. Members need to read or refresh themselves on Roles and Responsibilities. Last year in the Prayer Project, Vestry members were assigned 10 to 12 parishioners to pray for. She asked members who want to participate this year to let her know.

D. Rector's Report—Frieda is waiting for the Discernment Report for Alicia King and will be putting together a committee for Susannah Jones-Hochmuth. She encouraged Vestry to sign up for some part of the convention such as Ignite Conference; she has tickets. She will send the updated budget to Joan Demko and Debbie Rossi. She expressed her excitement about things coming in 2019 at St. Alban's and the diocese.

VIII. Closing Exercise, Prayer and Adjournment at 9 pm

Respectfully submitted,

Sharon Walsh, substitute recording secretary

Meeting Schedule – February 26, March 26, April 23, June 1 MMR retreat), June 25, **NO July?**,
August 27. September 24, October 22, **November 19, December 17**