

St. Simon's On-The-Sound Episcopal Church

Vestry Meeting
15 November 2016

Clergy: The Rev. David Knight, Rector

Vestry Members:

Rhoda Adams-Reiss, Gene Correll, JoAnn Gorsuch (absent), Cathy Halprin, Bob Hauge, Senior Warden Renee Larson, Lori Lawhorn, Henry Rabby, Barbara Smith, Debbie Vaughan (absent), Junior Warden Paul Wheelless

Clerk: Ellen Dodson

Youth Representative: Morgan Lawhorn

Vestry-elect: Elle Estes, Frank Milhous, Rob Newton

1) Opening Prayer by Gene Correll at 5:30 pm.

2) Motions

- a) Cathy Halprin moved to approve the amended meeting agenda, and Lori Lawhorn seconded. The motion carried, all votes in favor.
- b) Rhoda Adams-Reiss moved to approve the October vestry meeting minutes as presented, and Bob Hauge seconded. The motion carried, all votes in favor.

New Business

3) Finance & Administrative Committee Report

- a) Bob Hauge reported that we've had a good month as we've gone from 9% behind for the year to only 7.9% below where we wanted to be. We're expecting November and December to be positive.
- b) A working budget (the vestry can make adjustments as needed) for 2017 was developed by the finance office and committee. Vestry members received a copy of the 2016 budget, with line item changes for the 2017 working budget. Bob Hauge went over these adjustments for 2017 which brings the Total Operating Expenses in the proposed budget to \$584,283. After the Stewardship Campaign, we'll be able to make some firmer decisions on a few personnel issues in addition to possibly increasing our diocesan pledge. After questions and discussion, a motion was presented by Cathy Halprin and seconded by Renee Larson to approve the 2017 working budget. Motion carried.
- c) The committee is updating the employment manual, so a copy of changes was distributed to vestry members and reviewed by Bob Hauge. A motion to approve these changes was made by Paul Wheelless and seconded by Barbara Smith. Motion carried.

- d) The 2015 Emergency Action Plan is being updated, so a copy of the changes was distributed. After review, a motion to approve the changes was made by Paul Wheelless and seconded by Renee Larson. Motion carried.
- e) The committee is recommending an increase in dollar limits for spending contained in the 2014 edition of Business Practices. All \$500 limits in that version should be increased to \$1,000 for all employees listed. Anywhere Curate is listed, it will be changed to "Curate/Deacon". A motion to approve these changes was made by Lori Lawhorn and seconded by Rhoda Adams-Reiss. Motion carried.

4) Property & Communication Committee Report

- a) The ice maker in the parish hall kitchen was repaired at a cost of \$385. (for more information, refer to October 2016 vestry minutes).
- b) The security of our office data is not good, and since our server doesn't provide the capability for backups, the junior warden has done research and found a network attached device for this purpose. It will not only backup data, but processing and streaming video is possible for future uses, and it will work with Apple devices. He is requesting funds of \$1,100 for this purchase which consists of an array of four disks. Cathy Halprin moved that this purchase be made, seconded by Lori Lawhorn. Motion carried.

5) Ministries Committee Report

- a) The committee did not meet due to the illness of chairperson, Rhoda Adams-Reiss. Committees are encouraged to meet between monthly vestry meetings even if the chairperson is not available.
- b) Fr. Knight reported that Advent dinners are scheduled for the three Wednesday evenings in Advent. More details to come.

6) Clergy Report

- a) Fr. Knight and Deacon Clelia are attending a conference in Dallas upcoming Thurs - Sat titled "Evangelism Matters". Bishop Kendrick is also attending as well as others from the diocese. The presiding bishop is doing the keynote.
- b) Deacon Clelia's focus is pastoral care and outreach, and assisting the rector with pastoral counseling at which she excels since she is a licensed social worker. She has begun to reach out to people and is the chaplain for Daughters of the King. Committee-wise, her involvement will be with the Ministries Committee.
- c) The young adult Meet & Greet went well Saturday night, and we had a lot of children. The adults are energized about getting re-organized.
- d) The Daily News article Saturday about Fr. Knight was well received.
- e) We need to get moving on stewardship and find parishioner(s) to head it up. The goal is to begin by the end of January using the New Consecration Sunday program again, About which Fr. Knight is enthusiastic.

Old Business

- 7) The students from the University of Illinois are scheduled to be here Dec 11-17 to work with the Emerald Coast Wildlife Refuge. We will provide sleeping space for them. (for more information, see October vestry minutes).
- 8) Use of Space discussion concerning Montessori School's possible expansion began at October vestry meeting. At that time, their idea was to use a Sunday School room upstairs and pay for a bathroom to be installed on the south upstairs wing. Fr. Knight toured the area with Director Stacy Izer today, and they brainstormed the possibility of using the north part of upstairs, primarily Fr. Jack's kitchen space. Since there are bathrooms there, no construction would have to take place. Fr. Knight wants input as to how this area is used during the week, and if this idea is even feasible. Discussion yielded many ideas, and things to consider, for example: if the school uses this space during the week, they would have it set up as usual for Sunday lunch. That works, but if there are mid-week functions, it won't, so we need to know about those things now. The only firm decision which came out of this discussion was that the Youth Room won't be used by the Montessori School. Their board meets December 6, so they need an answer by then. Fr. Knight requested volunteers to assist him with this exploration and to give him some input. Senior Warden Renee Larson will coordinate the group and names mentioned were Lylee Dodson-Lowery, Youth Director Ansley Walker, a representative of Fr. Jack's Kitchen, and a representative of ECW. Bob Hauge volunteered but may be out of town until after the group meets.
- 9) Craft Fair grossed over \$30K, and it was exciting to see so many people from the community enjoying our space. Fr. Knight informed ECW in a recent meeting that the In-reach line item in the budget, as to how those funds are dispersed, is a vestry decision.
- 10) 2017 Vestry Retreat is scheduled for Fri-Sat, January 13-14. Beckwith isn't available so we need to find a place, hopefully where we can stay overnight. Stay tuned.
- 11) Closing prayer by Cathy Halprin and adjournment at 7:20 pm.

Respectively submitted,

Ellen Dodson
Clerk of the Vestry

Next vestry meeting is scheduled for Monday, Dec 12, 2016 at the Knight's home.