

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

Vestry Meeting
18 October 2016

Clergy: The Rev. David Knight, Rector

Vestry Members:

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

Clerk: Ellen Dodson

Youth Representative: Morgan Lawhorn

1) Opening Prayer by Hank Rabby at 5:30 pm.

2) Motions

- a) Debbie Vaughan moved to approve the meeting agenda, and JoAnn Gorsuch seconded. The motion carried, all votes in favor.
- b) Debbie Vaughan moved to approve the September vestry meeting minutes as presented, and JoAnn Gorsuch seconded. The motion carried, all votes in favor.
- c) In accordance with 4.06.7 "Telephone Meetings" of the By-Laws of St. Simon's on the Sound Episcopal Church, the following motions for approval of funds' expenditures was requested by Junior Warden Paul Wheelless via email/phone on 9 October 2016. Six votes in favor of both motions were received via email, and one vote, in favor of both motions, was received by telephone. Total: seven aye votes; Motions 1 and 2 carried.

1. Motion One: Ex Post Facto request for \$724 to pay for the repair of the air conditioning unit for the parish hall on Friday, 26 September.

Discussion: The repair was authorized due to the urgency of need for the coming Sunday services, and Saturday cooking that weekend. And also for the preparations of the Celebration of New Ministry the following week. You may ask "Isn't that a new unit? what's its warranty status?" I looked it up. Dave's AC that installed the Equipment provided a 90 Day warranty, the manufacturer components is 1 year, the unit is almost 14 months old, and the leak was not an equipment failure. The repair was \$75...the evac and re-servicing of 23 pounds of refrigerant accounted for almost all of the expense.

2. Motion Two: Urgent request for \$1,410 to pay for the repair of the presently inoperable AC unit serving the 2nd floor (Fr. Jack's Kitchen and Youth Room).

Discussion: Approval will allow me to schedule the repair for Wednesday 12 October. This unit has been cooling poorly, and causing freeze-ups and flooding. It has been shut down to prevent further damage to the compressor. The unit is sound, but the leak repair is more extensive than the one to the newer parish hall unit. The evacuation and replacement of 35 pounds of refrigerant again accounts for the majority of the cost.

New Business

3) Finance & Administrative Committee Report

- a) Bob Hauge reported that we're working with a \$585K budget and are about 9.5% behind year to date. Pledges are down also. Because of past trends, we should have more income coming in the next few months. Joanne in finance is going to look at some historical data which may give us some help with that.
- b) We're going to primarily use the numbers we have right now to develop the 2017 budget. Posted budget numbers will have less detail, although the complete budget is always available for review.
- c) In regards to our Line of Credit, we've spent about \$196,000 thus far. We're paying interest only right now since interest rates are so low. We've had about \$82,000 in contributions to the campaign funds.
- d) Our stewardship campaign will be held in February. Fr David has already begun incorporating some of these ideas in his sermons.
- e) Changes in our By-Laws are on the horizon with perhaps parishioner involvement. The committee is also looking at changes in the employee handbook and business practices documents.

4) Property & Communication Committee Report

- a) Property/Junior Warden:
 - 1. The ice maker in the downstairs kitchen needs repairing, so Paul had the ice maker company repair guys come out. They didn't leave a written quote but said we need either a compressor repair, \$1,000, or \$3,000 to replace. Discussion yielded the possibility of ice maker rental. Paul will investigate and follow up soon since it will need to be in working order in time for the Craft Fair.
 - 2. For informational purposes: concerning the 2016 budget line item for Facilities Labor, 88% of this line item has been spent, and we will probably need about \$9,500 more to finish the year.
- b) Communication: One of the starting points in communications is realizing we aren't alone in our desire to improve it. Diocesan surveys have revealed that the primary thing that our parishes want the bishop and his staff to do well is "communications". A new diocesan staff position has recently been created, that of Missioner for Communications, which was filled by Ms. Jennifer Johnson.
- c) St. Simon's Property & Communication committee met with Communications and Office Manager Krystal Turla on October 10. Based on parish generational differences, one of the founding principles decided on was that the committee would endeavor to reach everyone, and communicate with all parishioners in the way they prefer. Discussion was split into two main areas: Internal Communications and External Communications.

1. Internal Communications:
 - i. Needs: Church Calendars, Ministry Activities, Duty Rosters
 - ii. Prerequisites: Clear Policy, Staff Continuity, Guidance & Vision
2. External Communications:
 - i. Needs: Web Presence, Social Media, Articles in Daily New and others, Recording, Posting and Streaming activities and services.
 - ii. Prerequisites: Clear Policy, Guidance & Vision, Technology Investment

5) Ministries Committee Report

- a) The committee did not meet due to the illness of chairperson, Rhoda Adams-Reiss. Fr. Knight encouraged the committee to meet even if the chair is not available.
- b) Fr. Knight reported that Community Cold Night plans are not resolved but are being worked on. The community committee met recently, and Deacon Clelia attended. Fr. Knight wants to be sure we remain in the narrative on this since it's doesn't appear that One Hopeful Place will be ready for this winter.
- c) Fr. Knight presented the idea of having a Hospitality Committee, possibly made up of four or five different teams, to host whatever is going on in a particular month, funeral receptions, parish dinners, etc. The Ministries Committee will make this item of business a priority at their next meeting.

6) Clergy Report

- a) A small group of students from the University of Illinois will be in our area for their "Alternative Spring Break", working with the Emerald Coast Wildlife Refuge from December 11 – December 17. They will have their own transportation, and St. Simon's will provide room(s) to sleep and the upstairs kitchen. They will have food, but we can help them with a meal or two. (Wednesday night of that week will be the occasion of an Advent dinner).
- b) Fr. David and Jennifer will host the December vestry meeting at their house on Monday, December 12. More details to follow.
- c) Use of Space: Director of the Montessori School, Stacy Izer, met with Fr. Knight concerning plans for possibly leasing an additional room for a first grade class. They would need a bathroom upstairs to be constructed (above their existing one) since this class would meet upstairs. Discussion ensued concerning secular issues, monetary concerns, and the future addition of grades 2&3. This is the first year of Montessori School's present 3-year contract, so the current request concerns their plans for the 2017-18 school year. They will send out registrations in January, so we need to have a plan. Bob Hauge and Debbie Vaughan will begin some work on this.

Old Business

- 7) Annual Meeting Review:** Feedback has been positive about the time of the meeting, and constructive about such things as: the screen needs to be bigger so it can be seen from the rear of the nave. Discussion took place about the timing of the annual meeting in October as opposed to later, perhaps after the new year. Per the canons, Diocesan Meeting delegates have to be selected three months prior to convention. If our By-Laws stated that delegates are appointed by the vestry, the annual meeting could be held in January, a less busy time than October. Food for thought as we move on.

- 8) Closing Prayer** by Barbara Smith and adjournment at 6:50 pm. The next vestry meeting is scheduled for Tuesday, November 15, 2016 at 5:30 pm.

Respectively submitted,

Ellen Dodson
Clerk of the Vestry