

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

Vestry Minutes – 16 November 2015

Attendees:

The Rev'd Edward Harrison, Interim Rector
The Rev'd Eric Zubler, Associate Rector
Bob Hauge, Senior Warden
JoAnn Gorsuch, Junior Warden
Ellen Dodson, Clerk of the Vestry
Mike Sheppard, Treasurer
Paul Wheelless, Stewardship Campaign Chair

Vestry Members: Rhoda Adams-Reiss, Gene Correll, John Gardner, Cathy Halprin, Donna Kendrick, Renee Larson, Debbie Vaughan

Vestry Members absent: Jackie Glover, Joey Havelka, John Sanders

Vestry Member-elect: Bill Hardy

After Holy Eucharist in the chapel, the meeting was called to order at 5:50 pm in the parish hall by the Senior Warden with devotion by Debbie Vaughan.

Motions:

1. A motion by Rhoda Adams-Reiss, seconded by Renee Larson, yielded a unanimous vote to approve tonight's agenda.
2. A motion by Gene Correll, seconded by Cathy Halprin, yielded a unanimous vote to approve the October 2015 minutes.
3. Renee Larson moved that the vestry approve MasterCard limits of \$7,500 for the following:
 - (a) Rector, position presently held by The Rev'd Edward Harrison
 - (b) Associate Rector, position presently held by The Rev'd Eric Zubler
 - (c) Senior Warden, presently held by Bob Hauge
 - (d) Facilities Manager, presently vacantMotion was seconded by Debbie Vaughan and the vote to approve was unanimous.
4. Approval of the license renewal for Eucharistic Ministers Ellen Dodson, Walter Givhan, Charlene Hancock, David Howell, Arlene Murphy, Matt Scheel, Debbie Vaughan, Walter Watkins, and Eucharistic Visitors David Jones, Arlene Murphy was completed by a unanimous vote following a motion by Donna Kendrick, seconded by Rhoda Adams-Reiss.
5. A motion was made by Renee Larson and seconded by Debbie Vaughan to pay Whitrock & Associates \$1,000 for cleanup of the sound side portico cave in. The vote to approve was unanimous.

New Business:

1. Treasurer's Report:
 - a) We have hired a new Finance Manager, Joanne Labbe, who has been shadowing Nancy Charitat. Nancy's last day will be Wednesday, November 25.
 - b) We have received two anonymous contributions for the roof repair project, one of \$1,000 and the other for \$25,000.
 - c) With the vacancy of the Facilities Manager position, Facilities Committee members Netta Holley, Donna Kendrick and Steve Larson have stepped up their involvement regarding critical issues of roof RFP, portico repair, bell tower concerns, and short term/long term staffing of routine jobs such as event setup and maintenance roles. (see attachment). A job description update has been written and provided to the Senior Warden and to the Rector for a revised facilities support role going forward.
 - d) The Search Committee is requesting that we increase the proposed Rector salary of \$71,000 which was in the profile we wrote earlier in the year. A motion by Debbie Vaughan was made to advertise the salary at \$80,000. After discussion and a second by Donna Kendrick, the vote to approve was unanimous.
 - e) Year to date plate and pledge at the end of October was \$6,941 less than projected, which is a 2% shortfall. But total Operating Income exceeded total expenses by \$2,900. The last two months of the year are traditionally some of the best income wise.
2. Stewardship Report: Paul Wheelless reported that of the 86 giving units we received during Consecration Sunday yesterday, 73 increased their pledge from last year and we had 22 new pledges. The total of those 86 was \$324,022. There were numerous parishioners who were out of town or not able to attend from whom we can expect a reply in the coming weeks. With those and income from non-donor sources, our expected revenue for 2016 is \$593,000, compared to income of \$570,000 in the past twelve months. The catering costs for the lunch yesterday were about \$19 a plate, and with office expenses, mailing costs and Fr. Perry Scruggs' travel, the total expenses of the event will end up being about \$5,400, 1% of the total.

Old Business:

1. We are proceeding with the Line of Credit from FNBT. There was a slight hold up because Compass Bank lost some past paperwork for a loan which we paid off in 2007, but that has been resolved.
2. Facilities Committee update: Donna Kendrick reported that the securing of the portico ceiling will take place tomorrow.

Clergy and Staff Updates:

1. Fr Edward reported that he and his wife Teresa are happy to be here. She travels regularly conducting icon workshops around the country and will probably be here a few weeks each month.
2. Associate Rector:
 - (a) Advent programs are scheduled for Wednesday evenings December 2,9,16.
 - (b) Fr Eric will be leaving tomorrow to attend a DuPont Fund Conference in Jacksonville. The theme will be "Conserving Energy in Church Buildings".
 - (c) Fr Eric will be on vacation November 21-29.
3. Junior Warden: The Interim Rector and Senior Warden have proposed that the Junior Warden step down as chair of the Facilities Committee. The committee will continue to report to the Junior Warden who will present updates to the Vestry.
4. Senior Warden:
 - (a) Per Chancellor Michelle Anchors, Bob Hauge sent a termination letter to Facilities Manager John Fitzgerald, and a copy was sent via email to the vestry and staff. His final paycheck has been sent, and his wife Brenda came to the office to retrieve his personal items. Fr Edward has been faithfully ministering to her.
 - (b) The temp, Rasul, will be working in four hour shifts, managing meeting and event setups, taking out the trash and keeping bathrooms restocked. In January we will begin looking at a job description which will best serve our facility at this time.
 - (c) December vestry meeting will be held at the Hauge's on Tuesday, December 15 at 6:00 pm, consisting of a short business meeting to be followed by Christmas cheer. Mary and Bob will provide desserts, and vestry members are requested to bring finger foods and significant others.

Closing Prayer by John Gardner at 6:40 pm.

Respectively submitted,

Ellen Dodson
Clerk of the Vestry