

St. Paul's Episcopal Church  
January Vestry Minutes  
Wednesday, January 16, 2019  
7:00 p.m.

(Approved March 19, 2019, since February meeting was cancelled)

**Present:** Fr. Patrick Funston, Joe Barbercheck, David Littrell, Tom Snyder, Michael Donnelly, Yvonne Amanor-Boadu, Marian Fuller, Ann Pearce, Mary Sier, Katie Dempsey, Candie White, and Rebecca Burton (acting clerk).

**Absent:** None.

Father Patrick called the meeting to order with a gathering prayer.

**Formation:** – In honor of the Feast of the Conversion of St. Paul, Fr. Patrick led us through the three parts of the Lectio Divina.

The December minutes were then passed around. David moved to accept the minutes; Tom seconded. It was passed unanimously.

**Rector's Report** - Fr. Patrick reviewed his monthly Rector's Report which can be found in Google Docs.

**Senior Warden** - David reported that:

- He led 2 Sung Compline.
- Attended all the Sung Compline in Advent
- Will be the Verger at the Bishop's Consecration on March 2<sup>nd</sup>
- Will play cello At Bishop's consecration.
- Hosted and performed at a concert for his Cello students on December 15.

**Junior Warden** – Tom reported that:

- Phase 3 of the Capital Campaign is now under way. Work has begun in the Offices, Library, Bathrooms and Common Area. In order to off-set some of the costs, Tom, David and Teresa Snyder will be doing the painting, with a request for volunteer support.
- A dumpster will replace two of the trash bins now in use. The new cost will be \$208.00 which includes the recycling bin. The Encore Shop will incur this fee.
- A suggestion was brought forth that some of the clothing being disposed of could be recycled at Howie's.
- The details of Phase 3 construction costs for demolition, flooring, lighting, furniture, ceiling etc. can be found on Google Docs.
- Scheduling for various services have been scheduled.
- The design of the altar in the chapel was discussed and was moved by Ann and seconded by Candie to incorporate the sandstone inlay in the new altar. All approved of this motion.

- New furniture will be purchased for the Common Room befitting of the new design and space. Construction will begin on Monday, January 21, 2019 with painting in Father Patrick's office.

### Upcoming calendar:

Ian Punnett will be preaching at both services on January 20<sup>th</sup>, 2019.

### Discussion:

1. **Christmas Attendance:** Fr. Patrick reported on Christmas attendance numbers. Totals for the last three years: 2016: 201, 2017: 173, 2018: 176
2. **Annual Meeting Food.** The Vestry will be ordering in a Spud Bar with Chili, and various toppings from McAlister's including salad. There will be a free-will donation.
3. **BESS money.** After some discussion, it was moved by Tom that the monies donated to BESS would be sent to Parishioners Ike and Chinyere Ehie's church in Nigeria. It was further amended by Ann that the focus be on Children support with a review done on a cyclical 3-year rotation. This was seconded by Mary Sier. All were in favor.
4. **Alcoholic Anonymous Opportunity.** A group of 20-25 have inquired about using St Paul's Church for afternoon meetings on Saturdays. The church will be compensated with a fee of \$200.00 for this month rental. If the vote passes, usage of the space will begin in late March. After all the concerns for this arrangement was discussed, it was decided that an exploratory committee will be set up to decide on the rules that will be abided while on the premises.
5. **Vestry recruitment.** Yvonne Amanor-Boadu and Joe Barbercheck will continue in their roles. Landon Leiker, Phil Ryan and Deb Lamb (Senior Warden) have been nominated to fulfill the vestry openings. The role of Junior Warden is still vacant. Tom Snyder will continue to serve until that vacancy can be filled.
6. **Sabbatical Planning.** Father Patrick will apply for funding for 2020. Deacon Sandy will be on Sabbatical from March 6<sup>th</sup> – May 4<sup>th</sup> of this year. Father Patrick shared the various expenses for the program including housing and travel. Father informed the vestry that the cost for the Sabbatical might require an additional \$1,000 in expenses. Father Patrick requested a friendly motion to approve the additional funding, Ann Pearce moved to support this, with a second from Tom Snyder. It was approved unanimously. This is pending the Bishop's approval. Father Patrick will write a letter to the Bishop requesting the approval of Archdeacon Sandy's Sabbatical.
7. **Landon Leiker.** Landon Leiker was approved for \$600 for Seminarian Support and will be receiving a letter of Vestry support as well.

### Finance Report

Joe presented the December 2018 Treasurer's report which included the Operating Income and expense report against actual and budgeted numbers. He also addressed the Year-end Endowment & Operating Report which showed a 9% loss as a result of the market trends. Additional information of the Gains/Losses can be viewed on Google Docs.

### Budget Update/ Changes from Finance Committee

- Father Patrick recommended and the Finance Committee affirmed the Administrative Salary increase, to resume beginning January 2019 for a full year at \$20,500.

- **Service Contracts.** Contracts were added for the Sprinkler at \$185.00 and for Termite Inspection at \$300.00.
- **Computer Lease.** This was a new line item up for discussion which included a \$300/month lease agreements for upgrades of Fr. Patrick and the Administrative computers. Various options were discussed.
- **Parish Database.** Father proposed that the church purchase the ACS Technologies *Realm* Software in order to improve membership management (including perks like printing efficiency of the New Parish Directory.) This cloud-based database software would be \$42/month + \$99.00 set-up for a total cost of \$700.00. Joe moved to purchase this software with a second from Michael Donnelly. It was approved unanimously.

Joe announced that the church would be 2019 with a balanced budget which comprised of a surplus of \$115.29!

The meeting adjourned at 9:05 with Compline.