

Vestry Minutes
R. E. Lee Memorial Episcopal Church
September 20, 2010

The regular monthly meeting of the Vestry of R. E. Lee Memorial Church was held Monday, September 20, 2010, at 5:00 p.m. in the Parish Hall of the church.

Present: All Vestry members were present.

Opening and Prayers: Tom asked for any prayer concerns and opened the meeting with prayer.

Approval of August Minutes: Stand as published.

Committee Reports:

- **Finance Committee:** Tom received the Financial Summary sheet the morning of the Vestry meeting and handed this out at the meeting. Don Whittington noted that the Finance Committee met last week. He said that the free will offerings are down by about \$14,000. Utility expenses are up for the year. However, revenue is up and expenses are down. Suzanne noted that the Finance Committee received the first draft of the 2011 proposed budget. This proposed budget holds many challenges. There will be approximately \$30,000 less in revenue with the endowment income being down and the draw down on funds from the capital campaign will be less. A 10% increase in pledges across the board will be needed to meet the proposed budget. Judy asked if we could inform the parish of the financial status of the church. Tom said he will be including this in his sermon on Sunday, which will be the start of the Stewardship Campaign. It was mentioned that more emphasis needs to be placed on the special offerings at Easter, Thanksgiving and Christmas. Other churches apparently use these offerings for outreach. If these funds are used for outreach projects, then they would not be accounted for in the operating budget. It was agreed to start with the Thanksgiving offering this year and perhaps send out an appeal for this offering to go to the Mission Emergency Fund. Tom also informed the Vestry members that the loose offering on the first Sunday of each month goes into the Rector's Discretionary Fund. There was discussion concerning the fact that a lot of the church's, as well as individual, giving is not recorded through the church. It would be nice to have a record of each gift of outreach.
- **Property Committee:**
Steve Riethmiller said he had nothing major to report. He has been working on small items. He will be contacting Mr. Pruitt about the lack of hot water in one of the sinks in the sacristy.
- **RATS**
Judy advised the Vestry that the RATS transportation for the Kendal residents is again available through the end of the year. This has been funded by donations from parishioners.
- **Stewardship Committee:** Doug said that the Stewardship Committee will be meeting this coming Wednesday evening at 5:00 p.m. to sign letters and stuff envelopes for the kick-off of the Stewardship Campaign. Vestry members were invited to join the Stewardship Committee in this endeavor. Doug is working on historical legacy articles for the Cross & Crown. A lay person is still needed to preach the stewardship sermon on Sunday October 3rd. Tom will not be here that Sunday and may ask the supply priest to preach the second stewardship sermon.
- **Green Committee:** Elizabeth mentioned the introduction of the new reusable, washable, small plastic glasses which will be used primarily for the lemonade social hour after church on Sundays. She also said the Green Committee is asking for last year's Christmas cards which will be used for a craft project. The cards may be put in the designated box in the church office.

New Business:

- **Tim Gaylard's Sabbatical:** Tim will be taking several months' sabbatical beginning in January 2011 and will miss three or four Vestry meetings. According to the By-laws, anyone missing more than three consecutive meetings, or more than six meetings in one year, should resign from the Vestry. Elizabeth mentioned that in this academic community it was not unusual for people to be away for extended periods of time. She suggested a leave of absence be granted to Tim. Jay agreed stating that by having 15 Vestry members, there will be enough to cover the slack. The consensus was to allow Tim a leave of absence.

Old Business:

- **Gadsden Trust Agreement:** Monday, October 25, 5:30-7:00 – next meeting
- **Vestry Nominations:** There are now four nominations for the upcoming vacancies on the Vestry with four more considering the possibility. The requirements for eligibility to serve on the Vestry are: 1) must have been a confirmed communicant for one year, 2) must be active in the life of the church, and 3) must be a pledging member of the church. Those having agreed to stand for the Vestry thus far are Peyton Craighill, Howard Picket, Lynne Lorrier, and Peter Fyfe. Those considering the opportunity are Alex Brown, Melissa Cox, Mary Webster, and Don Ellis.

Comments by the Wardens:

Judy: Judy made one observation in that when she was a new member of the Vestry it would have been helpful to her if someone had sat down with her and explained all the financial papers. She hoped that this might be done with the new members of the Vestry. Tom shared that he had started this AFTER Judy became a Vestry member. She has also heard comments from various parishioners that the finances of the church are not well known. Judy agreed that they should be available to the parish and the Finance Committee is working on letting everyone know more about the finances of the church.

John: John is excited about all that is going on this time of year with new Rats and new W&L students. The Stewardship Campaign will be starting up soon. New Vestry members will soon be elected. Plans are underway for the ECW bazaar which will be held next month. Mary Doyle added that Elizabeth and David Jacobs will be renewing their vows on their 25th wedding anniversary on Saturday October 16th at the church. All are invited to attend.

Comments by the Rector:

- **Staff Changes** Tom has been concerned about his lack of time to spend with parishioners who have pastoral needs, such as long term illness. The tightly restricted budget does not allow for a part-time person to fill this position. He shared this with Kay and Kay expressed an interest in becoming involved in the pastoral care aspect of the parish. Tom also mentioned Gail's desire to retire. Kay would like to hire a person to take over publications – the bulletins and Cross and Crown. Susan Compton has been hired to assume Gail's responsibilities, along with the responsibility for church publications, allowing Kay to become active in pastoral care ministries. Susan will work two days a week beginning in October to coincide with Gail's retiring at this time. There will be no increase in the budget.
- **Parents Weekend College Offerings** – Tom would like to put out a special appeal on the two Sundays of parents' weekends at VMI and W&L, designating the loose offerings on those two Sundays to go to the College Ministries Program. All Vestry members agreed. No discussion.
- **Next meetings with the Rector:** Wednesday, October 6, 12:00 p.m. and Sunday, October 10, 9:15 a.m.
- Tom advised the Vestry of his next times away from the church.

Doug closed with Prayer.

Next meeting will be October 18, 2010 at 5:00 PM in the Parish Hall.

Meeting adjourned at 6:30 PM.

Respectfully submitted, Gail G. Dick, Clerk