

**Vestry Minutes**  
**R. E. Lee Memorial Episcopal Church**  
**November 21, 2011**

The regular meeting of the Vestry of R. E. Lee Memorial Church was held Monday, November 21, 2011, at 5:00 p.m. in the Parish Hall of the church.

**Present:** The Rev. Tom Crittenden (chair), Mary Doyle (Senior Warden), Melissa Cox (Junior Warden), Suzanne Carmichael, Doug Cumming, Don Ellis, Judy Glick, Sarah Lanford, Howard Pickett, Mary Webster, Don Whittington, and Gail Dick, clerk. **Absent:** Alexandra Brown, Punky Dod, Tim Gaylard, Steve Riethmiller, and Gloria Smitka. **New Vestry Members present:** Erika Brooke, Bob Glidden, David Hansen, and Mo Littlefield. **Guest:** Gordon Woodcock for the Property Committee

**Opening and Prayers:** Tom noted current prayer concerns and opened the meeting with prayer.

**Approval of October Minutes:** Stand as published.

**Committee Reports:**

**Finance:** Suzanne Carmichael gave the financial update. She noted that pledges were behind about \$8000. It was noted that many parishioners do not turn in their pledges until the very end of the year. Plate and freewill offerings are about \$6000 **over** the anticipated amount. Plate offerings alone are about \$1700 over what was anticipated for this time of year. The amount is very close to the amount budgeted for the year. Expenses for the year are more than \$6000 **less** than budgeted. The Vestry is hopeful that the amount pledged to the diocese can be increased and brought up to the previous amount given.

- **Stewardship:** Howard reported that as of today, 166 pledges have been received, noting a pledged amount of just \$26.00 shy of \$390,000, and only \$1,000 shy of the \$391,000 received last year. We remain \$20,000 short of *this* year's minimal target of \$410,000. A total of 193 were received last year. 98 of the 166 have increased their pledge. Of that number, 42 have increased by 10 percent or more. Howard noted that the minimal target of \$410,000 established by the Finance Committee will be met and slightly exceeded if everyone who pledged for 2011 but hasn't pledged for 2012 were to pledge the same amount as this year.

Howard said that phone calls were made this week to those who have not yet pledged but who have pledged in the past.

The Vestry had been asked to give the Stewardship Committee suggestions as to how they would like the thank you notes to be handled. It was decided that a well worded, hand written, thank you note from the Stewardship Committee would be appropriate. Mary Webster invited the Vestry members to join the Stewardship Committee members in writing these notes. The next task of the Stewardship Committee is to decide on the wording of the notes and who will sign the notes.

- **Property:** In Steve Riethmiller's absence the property report was given by Sarah Lanford, Tom and Gordon Woodcock. Sarah noted that the faucet in the sacristy is still not working. Tom noted that now there appears to be some separation in the North wall of the Parish House which came about after the earthquake. This will continue to be monitored. There are some issues with the pillars which support the bridge. Some real separation has been noticed. John Burlison will meet with Grigg Mullen and someone from VMI to analyze this problem. W&L has repaired the sewer line which was leaking on their property. Gordon Woodcock reported that, since the earthquake, 55 cracks have been noted by John Burlison and his team, six of which appear to be serious. It is not known if these cracks are a result of the earthquake. Paving of the back parking lot will take place after the labyrinth garden project has been completed. There is a question as to how far back the paving should go. This paving project will need to be cleared with W&L. The Property Committee has been asked to check into a special "hearing loop" system for the church. It is

basically a radio signal that would directly connect with those who wear hearing aids. Mary Doyle and Libby Cumming are getting estimates. Gordon noted that the elevator will need to be replaced at some point in the future at the cost of approximately \$100,000. The committee has also been considering different options to make the patio wheelchair accessible.

### New Business

- **Request for Gadsden Funds:** Don Ellis gave a report for the Gadsden Committee. Approximately \$65,000-66,000 is generated each year in the Gadsden fund. The committee meets quarterly at which times the requests are considered and funds distributed. A report attached to these minutes is available in the minutes' book indicating the distribution of the grants. Don noted that a request for funding for a CPR unit has been received from the Boy Scouts of America Troup 29. This unit would be kept at the church when not in use by the scouts. In a memorandum attached to these minutes in the Minutes' book, a request to the Gadsden Committee has been made for funding for church property needs for the year 2012. **The Vestry recommends to the Trustees of the Gadsden Committee that \$15,500 of Gadsden income for 2012 to be used for the listed property projects (see October 31, 2011 memorandum). Judy Glick so moved. Mary Doyle seconded. All were in favor of making the request.** Tom noted that a revised estimate of these property improvements is now approximately \$32,000. The additional funding will come from other internal funds.
- **Vestry Gadsden Appointment:** Don made the Vestry aware that Lu Dooley will be rotating off the Gadsden Committee at the end of December of this year. He asked that the Vestry appoint someone to take her place. This is for a 3 year term. Mary Doyle said that she has been in contact with Barbara Luton and that Barbara is very willing to serve. She has experience with writing and receiving grants and has a heart for mission. **Doug Cumming nominated Barbara Luton to replace Lu Dooley as a member of the Gadsden Committee. The nomination was approved unanimously.**
- **Endowment and Investments Committee:** Mary Doyle said that the major change in this committee is with regard to membership. A copy of the Endowments and Investments Committee report with proposed changes is attached to these minutes in the Minutes' book. **The committee would like the Vestry to vote on these proposed changes. Unanimously approved.**

### Old Business

- **2012 Vestry Organization:** Tom hasn't really had time to work on this yet, but asked Vestry members to be considering where they feel they would see themselves serving in the committee structure of the Vestry for the upcoming year.
- **New Wardens:** A committee has been established to nominate new wardens for 2012. The bylaws state that this election will take place at the January Vestry meeting. The committee members are Suzanne Carmichael, Doug Cumming, and Punky Dod.

### Comments by the Wardens

- **Mary Doyle, Sr. Warden:** Mary gave an update from Elizabeth Harralson regarding the "The Episcopal Church Welcomes You" signs. They are all now in place!! She commended Elizabeth for her time consuming but successful work on this project.
- **Melissa Cox, Jr. Warden:** Melissa wished Tom and Christi well in their travel to China to receive their daughter, Sarah Elizabeth.

**Comments by the Rector:** Tom is looking forward to their new adventure. He and Christi leave this evening and will return December 5<sup>th</sup> with Sarah Elizabeth.

- **Resolution 8 Committee Report:** Tom commended Mary Doyle for sending the link to the diocesan report on Resolution 8. This is the shaping document for the future of the diocese. Our delegates will be making these decisions at council and next year's delegates will be going to the meeting to elect the new bishop.
- **Meet with the Rector:** Vestry with the Rector meetings are Sunday, December 11 at 9:15 and Tuesday, December 13, at 12:00. The next regular Vestry meeting will be Monday, December 19, 2011 at 5:00 in the Parish Hall.

Mary Webster closed with prayer.

Meeting adjourned at 7:00 pm

Respectfully submitted,

Gail Dick, clerk