

ST ALBAN'S EPISCOPAL CHURCH VESTRY
MINUTES: April 19, 2004

Present: The Reverend Howard Maltby, Rector; The Reverend Deedie Phillips, Deacon; Mrs. Dianna Deaderick, Senior Warden; Mr. Lewis Brunson, Junior Warden; Mr. Mark FitzMaurice, Treasurer; Mrs. Libba Rhoad, Clerk; Mr. Doug Catoe, Mrs. Mary Cochran, Mrs. Rose Delage, Mrs. Kim Frost, Mrs. Margaret Stafford.

Absent: None

Guests: None

The meeting began at 7:10 pm with a devotion lead by Margaret Stafford and the recitation of the Core Values and Mission Statement.

Correspondence: None.

Approval of Minutes:

Minutes of the March meeting were distributed by email. The Treasurer noted an error in the wording of the summary of his report, and also noted that the ending time was incorrect. Those corrections were made prior to the meeting. Fr. Maltby requested that the minutes reflect his title, since they are an official record. The format will be changed accordingly. The minutes were accepted subject to corrections. Corrected copies will be distributed by email (done 5/3/04).

Deacon's Report:

Deacon Phillips entertained questions about the parish nurse program that was introduced at the previous meeting. The Vestry voted (unanimous) to approve the concept of this program and requested the Deacon secure additional information.

Senior Warden's Report:

The Senior Warden thanked the Evangelism committee for organizing and hosting the New Friends Reception.

Junior Warden's Report: See Old Business.

Treasurer's Report:

The Treasurer's March reports were submitted by email prior to the meeting.

- The fact that we are operating at a deficit was emphasized.
- 1. Several of the action items from the January meeting (consolidating funds) had been completed. There was some question as to whether the entire balance in the Brick Fund was available for transfer to the Building Fund. Fr. Maltby will check with the previous Treasurer to see if this bill was paid in December.
- 2. A Playground Fund had been created. On behalf of the Evangelism committee, Mary Cochran asked for a list of donors to date.
- 3. Fr. Maltby asked if quarterly statements were going to be issued. Since they qualify as

bulk mail it was decided to mail quarterly statements this time.
The Vestry voted (unanimous) to accept the adjusted financial report for audit.

Old Business:

Status on Visioning Process.

The Senior Warden is still trying to make contact with the consultant to set up the next meeting.

Update on Playground Equipment and Fund Raising

Mary Cochran reported that a bid price has been secured from Grace Keller's firm. Artist's renderings of the layout were shared. The price could be reduced somewhat if St. Alban's did the installation. An appointment has been set for Archie Hardee's firm to look at the site before submitting its bid price. Due to the larger-than-expected price tag, longer-term fundraising is being explored and several ideas were discussed.

Status on Mutual Performance Evaluations

Two remain pending.

New Business:

Libba Rhoad requested the vestry re-visit the posting of the official "Episcopal Church Welcomes You" sign at the corner of Park and Main Street. The current property owner had insisted that all signage be removed, but recently the DMV and other private signs have appeared. Rose Delage offered to check into this.

Ministry Reports:

Building.

The Junior Warden offered his thanks for those who participated in the "Parish Work Day" on March 20th. There was good participation and much accomplished.

Christian Formation.

Kim Frost confirmed the dates for Vacation Bible School as Sunday June 13 through Thursday June 17. Henry Hall attended EFM mentor training at Sewanee this past weekend and will co-mentor the group at St. Alban's with Libba Rhoad.

Evangelism.

Mary Cochran submitted the Evangelism committee report via email prior to the meeting.

Fellowship.

Margaret Stafford stated that she would not be able to actively pursue "Friday Nighters" until after May, but that she was hoping to be able to host the first one. The Clerk noted that last month's minutes reflect a need to discuss kitchen supplies (inventory and ordering) at this meeting. The Fellowship committee will try posting a sign up board.

Finance.

The Treasurer submitted the Finance committee report via email prior to the meeting.

1. The Vestry discussed the revisions made to the counting tabulation sheet that was included in the email.
2. The Treasurer emphasized the procedure for verifying the receipt of materials ordered before requesting payment. Most materials come through the church office, but there are a few exceptions, notably Godly Play, and this needs to be communicated to Cheryl Banks.
3. The bank charges for exceeding the limit on our credit card were discussed. The Vestry asked the Treasurer to pursue raising our limit (currently only \$1500).

Grounds.

Doug Catoe submitted a Grounds report via email prior to the meeting. He also expressed thanks for the participation in the workday.

Outreach.

Rose Delage submitted the Outreach committee report prior to the meeting via email.

Pastoral Care.

Deacon Phillips advised that Diocesan training is scheduled in May that will include training for Eucharistic Visitors (formerly LEM). Deacon Phillips will advertise the training event in the Alert. She will also write an article soliciting more information about members and friends needing visits. DOK training for a number of perspective members starts April 21st.

Stewardship.

Libba Rhoad submitted a Stewardship report prior to the meeting via email. She secured input from the Vestry on several items pertaining to the Ministry Fair, including a proposed date of August 21st.

Worship.

Dianna Deaderick submitted a Worship report prior to the meeting via email. Fr. Maltby advised that in his absence Deacon Phillips would celebrate a Deacon's mass, next Sunday April 25th.

Next Meeting:

May 10th.

The meeting was concluded at 9:10 pm.