

**The Church of Our Saviour**  
*Practicing God's Graciousness*

**Vestry Meeting Minutes July 22, 7-9pm, Polycarp Hall.**

**In attendance: Pastor Susan+, Sharon Dalrymple, Vicki Earle, Jean Zagar, John Nelson, Stephen Irwin, Heather Steiner, Jerry Nansen, and Chuck Hannan.**

**Absent: Jerry Howell, Vicki Howell, Cliff Spencer, Howard Waltz, Trish Shaffery, Lynda Klingler.**

	<b>Item</b>	<b>Action / Notes</b>
1.	Opening Prayer	Susan+ opened the meeting with prayer at 7:03 pm.
2.	Approval of minutes from the June meeting.	Motion to approve the minutes of the June vestry meeting: Zagar/Nansen. Approved.
3.	Treasurer's report – Sharon Dalrymple -- Umbrella insurance proposal (\$1 million coverage for \$200)	<p>Sharon explained that Trish is working on the PowerChurch accounting and contributions side, and that Sharon is working on IRS, State and other taxes, as well as paying salaries/wages, bills and balancing the check book. The first quarter contribution statements did have errors that are currently being corrected. Sharon explained that Trish has been working on correcting the errors to contribution statements on a month by month (that is week by week basis). Jan, Feb, and March are completed. April thru June are to be input by Trish directly. The second quarter financial statements will be mailed out as soon as possible.</p> <p>Sharon provided an assets vs. liability statement as of July 20<sup>th</sup> as a preliminary assessment of where we stand financially per the checking, savings and CD accounts. There is a new payroll program that is helping significantly with IRS and State payroll deductions/taxes.</p> <p>Workers compensation insurance is also being worked on. Liability unknown at this time.</p> <p>COS will be audited by the Diocese on July 31<sup>st</sup> and August 1<sup>st</sup> for 2008 reporting. Jeff Turner is the auditor.</p> <p>Motion to approve the proposal to purchase \$1 million of umbrella liability insurance at a cost of \$200 per annum: Nansen/Nelson. Approved.</p>
4.	Jr. Warden's report – Cliff Spencer -- Crisis recovery plan in progress -- Work day success	<p>Cliff was not present, these items are tabled for the September vestry meeting.</p> <p>Nansen commented on the heat during Sunday services. Our current a/c in the sanctuary only blows from the back and it</p>

	<p>-- Thermostat &amp; cover for Polycarp?  -- Exit signs status update</p>	<p>may be possible to get relatively inexpensive duct work to blow the a/c out over the congregation and at the altar area.  <b>Nansen to get a firm estimate to bring to the vestry for approval and timing.</b></p>
5.	<p>Dream Team Report – Jerry Nansen</p>	<p>Nansen reported on the dream team. A copy of the dream team minutes were sent to vestry to help with the explanation. Current thought is to go out back by 60' to double size of Polycarp and increase the size of the sanctuary significantly whilst providing an additional option for the vesting, and sacristy area. Services can be held in Polycarp while the addition is being made if this is the proposal that is approved. Please note that this is still under discussion. <b>Nansen said he would have drawings for our next vestry meeting.</b></p> <p><b>Nansen also reported on the roof on the south side of Polycarp. This is a much needed repair. Firm estimate to be provided by Nansen at August vestry meeting.</b></p>
6.	<p>Pastor's report</p> <p>-- Ministry Team Fair – success!  -- Rummage Sale  -- Cleaning service</p>	<p>Pastor Susan+ reported on how well the ministry team fair went. Great job on the various ministry tables and on the turn out and interest in the Fair. FaithWorks also had a lot of interest especially for the Loup project around Christmas time. Heather reported that there were a lot of cookbooks sold at the Ministry Fair.</p> <p>Susan+ reminded the vestry of the importance of supporting the rummage sale both verbally and in person as much as possible, along with donating and purchasing items. All monies will go to outreach, except monies raised through the concurrent silent auction.</p> <p>Mary Rose has resigned from her cleaning position – her resignation letter was passed around for vestry to read. Eve Johnson of White Mountain Cleaning has been contacted and will likely resume her contracted work of cleaning as of September 1<sup>st</sup>. Susan+ sent her a formal list of cleaning requirements and is asking for any revision to her quoted rate.</p>
7.	<p>Owning the goals we have set for the Parish.</p> <p>&gt; Champions required!  <b>Please review the top 30 list attached to this email and think about the goals that God is calling you to “champion”.</b></p>	<p>See attached updated goals with champions.</p> <p>The vestry and officers were invited to volunteer their gifts as champions for these goals. There are still plenty of opportunities open and we will revisit this next month.</p>
8.	<p>Pastor's compensation – Sharon Dalrymple</p> <p>&gt; A letter from Jerry Howell and the</p>	<p>A letter of recommendation from Jerry Howell and the Executive Committee was shared with the Vestry.</p> <p>Discussion followed. Proposal was to await any agreed action until the Parish financial situation is finalized vs. our 2009</p>

	Executive Committee > Discussion and proposed action	budget – expected in August. The vestry members will respond to Jerry Howell and the Exec Cttee with a formal letter.  A motion was made that the vestry accept receipt of the written report from Jerry Howell and the Executive Committee. Earle/Nansen. Approved.
9.	Closing prayer.	The meeting was closed with prayer.

**Follow up for August vestry meeting:**

**Nansen** to get a firm estimate to bring to the vestry for approval and timing.

Drawings for our next vestry meeting with the Dream Team proposals for building expansion.

Nansen to provide a firm estimate for the repairs to the roof on the south side of Polycarp.

**Spencer:** Crisis recovery plan in progress; Thermostat & cover for Polycarp; Exit signs status update