

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

**Vestry Meeting Minutes –February 24, 2010**

**Attendees:** Pastor Susan<sup>+</sup>, Sharon Dalrymple, Trish Shaffery, Cliff Spencer, Dick Hileman, Judy Peterson, Beth Spencer, Heather Steiner.

**Absent:** Jerry Nansen, Sandra Rasmussen.

	<b>Item</b>	<b>Action / Notes</b>
1.	Opening Prayer	Susan <sup>+</sup> brought the meeting to order at 7:30pm with evening worship and reflection time.
2.	Election of a new Clerk of the Vestry.	A motion was made to elect Mary Elizabeth Spencer as the new Clerk of the Vestry. Steiner/Hileman. Passed.
3.	Approval of minutes from January meeting.	A motion was made to approve the minutes of January vestry meeting. Steiner/Peterson. Passed.
4.	<p>Treasurer's report – Sharon Dalrymple &amp; Trish Shaffery</p> <p>-- January figures.</p> <p>-- Motion to approve the parochial report as presented.</p> <p>-- Number of signatories on parish checks.</p> <p>-- Motions:</p> <p>1. To remove Jerry Howell and Vicki Howell from check signing authority on the checking account and other accounts as necessary.</p> <p>2. To add the new Clerk of the Vestry as a signatory on the parish checking account and other accounts as necessary.</p> <p>3. To add Sharon Dalrymple and Trish Shaffery as signatories on the Pastor's discretionary fund checking account.</p> <p>-- Other items</p>	<p>Dalrymple and Shaffery presented the treasurer's report noting that there is more money in CDs than actually designated at the present time. Information was provided about the financial advantages of investing with Ing on-line – higher interest rates. No objections were made. A new balance sheet summary of changes in equity was presented.</p> <p>A motion was made to have the designated vestryperson counter to count and sign off on the cash portion of the Sunday offerings with the Treasurer after Sunday services. Peterson/Hileman. Passed.</p> <p>A motion was made that while it is desirable to have two signatories on parish checks, that it is acceptable to have the occasional single signatory as circumstances dictate. Hileman/B. Spencer. Passed.</p> <p>The vestry agreed that Pastor should not co-sign her paychecks.</p> <p>A motion was made to approve the 2009 Parochial Report as presented with thanks to those who prepared it. Steiner/Peterson. Passed.</p> <p>A motion was made to remove Jerry Howell and Vicki Howell from check signing authority and all other accounts of The Church of Our Saviour. Peterson/Hileman. Passed.</p> <p>A motion was made to add Mary Elizabeth Spencer, as the new Clerk of the Vestry to check signing authority on The Church of Our Saviour parish accounts. Peterson/Hileman. Passed.</p> <p>A motion was made to add Sharon Dalrymple and Trish Shaffery as signatories on the checking account known as the Pastor's discretionary fund. B. Spencer/Steiner. Passed.</p>
5.	<p>Jr. Warden's report – Cliff Spencer</p> <p>-- New toilets installed</p> <p>-- Other: spring clean up?</p>	<p>Spencer reported that the new toilets have now been installed.</p> <p>Also that the maintenance shed has begun to collapse under weight of the snow. Men's group will effect repairs shortly.</p> <p>Repair/replacement of the church office door will be done.</p> <p>A spring/summer clean up day will be organized. Fresh mulch to be applied.</p>

6.	Sr. Warden's report – Sharon Dalrymple	Dalrymple offered thanks for her new role as Senior Warden and reminded the vestry that all leaders in the church are the ears/eyes of the parish. Communication is important, however, gossip is not acceptable. If there are issues, the two people concerned should discuss it directly, not via a third party. Dalrymple expressed that her door was always open; that we are in the process of trying to grow in numbers; that she met with the former sr. warden; and believes that communication and organization are key to running an effective parish.
7.	Pastor's report -- 2009 Annual Meeting review of minutes -- Safeguarding God's Children -- Confidentiality Agreements -- Date for the vestry Spring retreat -- Vestry meeting dates/times -- Vestry contact information -- Parish Nursing and LEV visits – confidentiality policies and procedures. -- Vestry calendar  -- Executive Cttee Mtg March 15, 2010 at 6:30pm -- Budget & Finance, March 17, 2010 at 10am	Pastor invited comments on the 2009 annual meeting minutes.  All vestry were strongly encouraged to complete Safeguarding God's Children as soon as possible.  Confidentiality agreements must be signed and returned for all vestry members.  The Spring vestry retreat will be <b>Saturday, April 17<sup>th</sup> from 8-11:30am.</b>  Vestry agreed to continue to meet on Wednesday evenings. The time was changed to 6:30-8:30pm. Due to Pastor's vacation, next vestry meeting will be March 31, 6:30-8:30pm.  Pastor apologized for not getting to the parish nursing confidentiality agreements – will be sent to vestry for consideration before the next meeting.  Next Exec Cttee meeting will be <b>Sunday, March 14<sup>th</sup> at 11:30am.</b> Next B&F meeting will be <b>Wednesday, March 17<sup>th</sup> at 10am.</b>
8.	Any other business?	Dalrymple noted that we will be holding a Children's and Youth Ministries round table on Tuesday March 9 <sup>th</sup> at 6:30pm. All are encouraged to attend.
9.	Closing prayer.	The meeting was closed with a prayer and blessing. Adjourned at 9:05pm.

**Follow Ups:**

- C. Spencer to organize repairs to maintenance shed.
- C. Spencer to organize replacement/repairs to office door.
- C. Spencer to set date for spring/summer clean up of the grounds.
- Pastor to complete a review of the proposed confidentiality agreements pertaining to Parish nursing policies and procedures and to forward for vestry review prior to March 31.
- Pastor to obtain the video inventory from Jerry Howell/Vince Rasmussen.

**SAVE THE DATE: Spring Vestry Retreat will be Saturday, April 17<sup>th</sup> from 8-11:30am.**

**NEXT VESTRY MEETING DATE: Wednesday, March 31<sup>st</sup>, 2010, 6:30-8:30pm, Polycarp Hall.**