

The Church of Our Saviour
Practicing God's Graciousness

Vestry Meeting Minutes – Wednesday, June 30th, 6:30-8:30pm, Polycarp Hall
Attending: Susan⁺, Trish Shaffery, Jerry Nansen, Heather Steiner,
Sandra Rasmussen, & Dick Hileman.

	Item	Action / Notes
1.	Opening Prayer	The meeting was opened with prayer at 6:30pm
2.	Approval of minutes from April meeting.	A motion was made to approve the minutes of the April vestry meeting. Steiner/Nansen. Approved.
3.	Treasurer's report – Sharon Dalrymple & Trish Shaffery -- Credit card update -- Roofing bill -- Ing investment update	Shaffery reported that the checking account has over \$9K with \$5K in savings. \$47K in Ing investments have been made. With the insurance settlement, the roof repair cost about \$1K. It was agreed that the Treasurer will provide a monthly update on Income vs. Expenses vs. Budget YTD for the newsletter and even do a 2009 vs. 2010 comparison when available. This was to keep the congregation apprised of our financial situation and encourage everyone to keep up with their pledge. A motion was made to approve the Treasurer's report as presented. Hileman/Steiner. Approved.
4.	Jr. Warden's report – Cliff Spencer -- Container/storage sizes/costs etc. (B&F recommendation) -- Wind damage over office roof. -- Adjusting the sprinklers again please. -- Ceiling fans / renting a scissor lift for July/August	Susan presented the B&F recommendation that we decline the opportunity to purchase a storage container at this time. The recommendation was accepted by vestry. The roof over the office has now been repaired. <i>Cliff – to purchase new sprinkler heads and install – adjusting the flow so that the tubs along the breezeway get an even sprinkling. Currently so are getting too much water and others hardly anything.</i> <i>Cliff to work with Jerry to secure the purchase of new ceiling fans for the sanctuary, to rent a scissor lift, and to arrange for installation of new fans. Donor to provide \$ to purchase.</i>
5.	Sr. Warden's report – Sharon Dalrymple -- VBS report -- 4 th of July parade -- COS T-shirts	Susan reported that VBS was a huge success. All are encouraged to participate in the July 4 th Show Low parade on Saturday July 3 rd . COS T-shirts are for sale. <i>Sharon to contact Dick who would like to purchase two.</i>
6.	Pastor's report	

	<p>-- Parish Nursing and LEV visits – confidentiality policies and procedures.</p> <p>-- New ministry team: Communications & ministry team leader responsibilities.</p> <p>-- Columbarium Board of Trustee By-Laws – approval</p> <p>-- Policy on donations to the church and memorial funds: minimum for divisions (discretionary, rainy day fund, capital development proportionally).</p> <ul style="list-style-type: none"> ■ July 4th – Journey of Hope ■ July 9th – Pizza & Movie night ■ July 18th – Annual ministry team fair ■ July 25th – Blood Drive ■ July 25th -- Assembling health kits for LWR ■ July 25th -- Adult confirmation classes begin <p>-- Executive Cttee Mtg July 11th after 10am service</p> <p>-- Budget & Finance, July 14th at 10am</p> <p>-- Vestry meeting July 28th 6:30-8:30pm</p>	<p>P&Ps have been signed by almost all LEVs and Susan will follow up with others.</p> <p>The vestry agreed that a new Communications ministry team should be formed with the team leader being responsible for overseeing all COS communications. It was noted that there are already several team members in place – the LaMars who coordinate the newsletter, Karen in office support, and Joe Stone our webmaster. It was agreed that the new team leader will be responsible for “Coordinating all internal and external communications.” The preferred skill set includes: extrovert personality who knows the Show Low, Lakeside-Pinetop area well; networking skills; computer skills; time to do the job; marketing or advertising background; leader who attracts others to assist; self-starter; good communicator. Responsibilities will include internal communications – such as oversight of newsletter, website, email blasts, bulletin board, visitors & newcomer information packages etc. External communications – sandwich board advertising of weekly services; banners; posters; contact with Show Low and Pinetop-Lakeside Chamber of Commerce; distribution of leaflets to area hotels & restaurants; timely radio and newspaper advertising; and keeping close contact with office/Pastor and other team leaders regarding special events at COS. This is not a paid position. It is anticipated that the team leader will coordinate a team of volunteers to assist with the communication strategy, especially where distribution is required. We will begin to put out the news about this available position shortly.</p> <p>A motion was made to accept the revised Columbarium Board by-laws. Nansen/Hileman. Approved.</p> <p>Vestry discussed our new policy on donations to COS. Specifically, undesignated donations, over and above regular pledging, and those given for memorials unless otherwise designated. All donations may still be designated by an individual donor. Based on the current needs of the parish a motion was made to apply all undesignated member donations over and above regular pledges or from non-members of less than \$100 to the capital development fund; and similarly all undesignated donations of \$100 or more to be divided as follows: 20% for pastor’s discretionary fund, 40% for the rainy day fund, and 40% for capital development fund. Nansen/Hileman. Approved.</p> <p>Dates for upcoming events and meetings duly noted.</p>
7.	Any other business?	None.
8.	Closing prayer.	The meeting was closed at 8:25pm with prayer.