

The Church of Our Saviour
Practicing God's Graciousness
Lakeside, AZ

Vestry Meeting Minutes – August 25, 2010

Attendees: Pastor Susan Wilmot, Sharon Dalrymple (Senior Warden/Treasurer), Dick Hileman (Vestry), Jerry Nansen (Vestry), Beth Spencer (Vestry/Clerk)

Absent: Judy Peterson (Vestry), Sandra Rasmussen (Vestry), Cliff Spencer (Junior Warden) Trish Shaffery (Assistant Treasurer), Heather Steiner (Vestry)

Note: *Meeting did not have a quorum, vestry members will vote on items to approve via email from Pastor Susan – see addendum.*

Meeting brought to order at 6:35 pm by Pastor Susan with a Prayer from The Book of Common Prayer, followed by Reflection discussion.

July Meeting Minutes: *Follow up: Approval needed from to accept July Meeting Minutes. Pastor Susan.*

Treasurer's Report (Dalrymple): Reviewed August Funds Report. Discussion items:

- All monies have been moved out of the checking account that are restricted or pass-through monies. Current cash flow in bank will be moved into Operating Reserves while leaving enough to pay bills through the winter.
- Pledges are keeping up at this time. Rainy day funds are available. Need to increase the Operating Reserves. Currently are in the black.
- *Follow up: Approval needed from quorum to accept the Treasurer's Report. Pastor Susan.*

Junior Warden's Report (Pastor Susan for C. Spencer):

- Cliff Spencer moving the end of September, Jerry Nansen agreed to serve as Junior Warden for the rest of the term. *Follow up: C. Spencer to give Nansen a briefing on duties, etc.*
- Repair needed for "garden" shed. *Follow up: C. Spencer/Nansen to work on prior to end of September.*
- Ceiling fans in sanctuary. *Follow up: Nansen to have electrician evaluate.*
- Reviewed a list of needed maintenance to rectory. *Follow up: Nansen to prioritize list will estimated costs for next Vestry meeting.*
- Discussed cleaning/repairs/replacements for Sanctuary and Polycarp Hall.
 - Kitchen stove needs replacement. An anonymous donor is willing to pay for 2/3 of stove. Estimate is around \$300. *Follow up: Approval needed from quorum to put up \$100 for stove. Jerry Nansen will order once approved.*

- Carpets need cleaning in Polycarp and Church. **Follow up: Hileman to contact Chem Dry for a quote.**
- Gutters are needed to prevent pooling of water near building
- Kitchen flooring needs to be replaced.
- Flooring and carpeting in office and sacristy area needs to be cleaned and/or replaced. There is a donor wishing to provide these items. Prefer vinyl in sacristy. Sharon has two quotes currently from Western Carpet (\$1379 or \$1173 for carpet, \$198 for vinyl) and Wagon Wheel Flooring (\$1446)
- **Follow up: Nansen to prioritize a list of all needed repairs/cleaning/replacements for Rectory and Church with estimated costs for September Vestry meeting.**
- Sharon and Shelley would like to prepare and donate three wooden wall carvings for Polycarp Hall. Carvings would say “Polycarp Hall,” “Church of our Saviour,” and “Practicing God’s Graciousness.” **Follow up: Approval needed from quorum to approve the addition of carvings.**

Senior Warden’s Report (Dalrymple):

- All items covered in above discussions.

Pastor’s Report:

- Beth Spencer moving the end of September. A new Vestry Clerk will need to be chosen. **Follow up: Pastor Susan, September meeting.**
- Exploring possible candidates to lead the Youth and Children Ministries. **Follow up: Pastor Susan**
- Still need a Communications Team Leader. **Follow up: Pastor Susan**
- Senior Center congressional survey reviewed by the Horizon team. The team is continuing research and will finalize a decision.
- Mid-year parish meeting was excellent, many success were celebrated. Also, meeting results will be posted on the website.
- Pledge cards/stewardship forms were mailed out. 20-30 individuals have already responded.
- No confirmed date for Bishop Smith’s visit. Possibly October 10.
- Next Budget and Finance meeting is September 22 at 10:00 am.
- Next Vestry meeting is September 22 at 6:30 pm.

Other Business:

None

Meeting closed with prayer at 8:40 pm.

The addendum attached is part of the official minutes of this meeting.

Addendum to the August 25, 2010 Vestry Meeting

From: Pastor Susan+

Sent: Monday, August 30, 2010 10:32 AM

I call this electronic vestry meeting because we did not achieve a quorum at the regularly scheduled meeting on August 25th, 2010. The minutes of that meeting are above.

The following items require vestry members to move, second, and vote!

1. A motion to approve the minutes of the July meeting. Hileman/Peterson - Passed
2. A motion to approve the Treasurer's report. Hileman/Peterson – Passed
3. A motion to purchase a new stove for the kitchen, given that we have received a generous offer of \$200 towards the purchase (estimated at \$300 plus tax). Hileman/Peterson – Passed
4. A motion to accept the gift of three wood carvings for Polycarp Hall decor as detailed in the attached minutes. Hileman/Peterson - Passed
5. A motion to remove Mary Elizabeth Spencer and Clifford Spencer from all Church of Our Saviour bank account signing authority. Hileman/Peterson - Passed
6. A motion to add our new Jr. Warden, Jerry Nansen, as a signatory on the Church of Our Saviour bank accounts. Hileman/Peterson - Passed

Please note that we will vote on the carpet/vinyl flooring in the office and sacristy (again a generous donor is offering to pay for this) when we have all the quotes, and when we receive Jerry Nansen's assessment of whether we have any water problems. Also after we have purchased and installed guttering to protect the office/sacristy floor area from water damage.

Please use your "reply to all" button so that vestry members will all know when items have been proposed, seconded and are ready for your vote.

The results of this electronic meeting will become an addendum to the August 25th vestry meeting minutes.