

DRAFT

1-5-09 cjh

**Immanuel Church, Highlands
Vestry Meeting Minutes
December 14, 2009**

Vestry Members Present: Fr. Kim Capwell (presiding), Eve English, Craig Folkert (Senior Warden), Laurie Hay (Junior Warden), Carolyn Hendrix (Secretary), Byron Hobson, Marcia Lynch, Kathleen Kelley, George Parshall, Connie Shultz, Barb Volko, Kay Wack

Vestry Members Absent: David Blowman (Treasurer), Carl Burnam, Simon Jeynes

Guests: Cam Hay (Chair of Finance Ministry)

Opening Prayer and Updates

Fr. Kim opened the meeting with prayer, and personal updates were shared.

Additional Items for Agenda

None

Finance Report

2010 Budget Presentation: Cam distributed the proposed 2010 budget to the group and walked us through it.

- For the 2010 Diocesan Acceptance, the Finance Ministry recommends that Immanuel return to giving their “fair share” of 10.8% of the operating budget instead of “full acceptance” (14.3%), which is what we gave last year.
- The Finance Ministry recommends strongly that staff salaries remain at 2009 levels for 2010 in light of the fact that inflation remains stagnant and there are no cost of living increases anywhere else (such as Social Security and pensions).

Both issues were discussed at length. For the Diocesan Acceptance, it was felt that although we gave full acceptance last year in a show of good faith following several years of less than fair share, we are being more fiscally responsible by holding to fair share this year. *A motion was made by Laurie Hay and seconded by Kay Wack that Immanuel Church, Highlands pay their fair share of the Diocesan Acceptance for 2010. The motion carried, with one abstention.*

Following further discussion, *a motion was made by Marcia Lynch and seconded by Barb Volko to provisionally accept the budget as presented, with a final vote to take place at the January Vestry meeting. The motion carried unanimously.*

Treasurer’s Report

David Blowman was absent from this meeting; thus, the treasurer’s report will be postponed until the January meeting.

Accounting Software

Fr. Kim reported that David Blowman and Philip Stephens are requesting to go back to ACS Software effective January 1, 2010. There is a \$100 upgrade fee from our previous version and then a required service fee of \$119.50 per month for a minimum one year of technical service. Philip has experience with ACS, and reports can be generated much easier than with QuickBooks, which is the program that was used by our previous accountant. The budget will have to be adjusted to reflect the upgrade and service fees. After discussion, *a motion was made by Craig Folkert and*

seconded by Connie Shultz that we revert to ACS and adjust the budget to reflect the \$1500 fee for the year. The motion carried, with one abstention.

November Minutes

Minutes of the November meeting had been reviewed by email. *It was moved by George Parshall and seconded by Eve English that the minutes be accepted as amended. The motion carried.*

Correspondence

None

Ministry Review

Will be conducted at a later date.

Reports and Vestry Action

Rector's Report. Fr. Kim gave his report which included several pastoral concerns.

Sr. Warden's Report. None

Jr. Warden's Report. None

Ministry Area Reports.

Property. Fr. Kim reported on several new leakage problems, one in the church and the other in the sacristy. Ted Stipa helped solve the problem (clogged drain) in the sacristy. The problem in the church involves clogged drains around the bell tower, and the problem came to light with the massive amount of rain that has fallen recently. Fr. Kim asked Ted to call Leelands Slate Roof Repair (the company that did the previous flashing work), and it is estimated that it will take several thousand dollars to clean out the drains and perhaps install plexiglass on the four sides of the bell tower to prevent water from coming in in the future. A representative from the company is coming Wednesday to discuss.

The missing stained glass panel will be returned and replaced on Wednesday.

Stewardship. The stewardship effort is in progress. Fr. Kim requested that everyone turn their pledge cards in ASAP. Connie Shultz and Laurie Hay volunteered to help George Parshall write thank-you notes.

Parish Life

The sign-up sheet has been posted for Epiphany Dinner on Wednesday, January 6.

New Business

Marcia Lynch commented that Britta Bimbi is doing a great job in her capacity as youth coordinator. Marcia said the pageant rehearsal on Saturday was terrific.

Laurie Hay gave a shout out to the choristers and Mr. Burnam, who traveled to Kentmere on Sunday to sing Christmas carols for the residents. Due to their ongoing construction, the piano has been put into storage, requiring the kids to sing á capella. They did a great job.

Eve English mentioned that there has been a suggestion to remake the Jesse Tree ornaments, which are getting pretty ratty. The kids expressed a strong desire to keep them. Eve and Melanie Samardza will discuss with the kids the possibility of repairing the ones they can and remaking the ones that are beyond repair.

The next Vestry meeting is scheduled for Monday, January 11, 2010.

Respectfully submitted,
Carolyn J. Hendrix
Vestry Secretary