

CALVARY EPISCOPAL CHURCH
MINUTES OF VESTRY MEETING
July 11, 2017

The July vestry meeting was called to order by Senior Warden Jewlon Morris at 6:31 pm, and the vestry said an opening prayer for the parish.

Vestry Members Present:

Leslie Amentini	Jason Kniss
Betty Best	Dorothy Lyons
Greg Bethke	Scott McLemore
Roy Haley	Jewlon Morris
Terry Jordan	Joyce Strimple

Also Present: Fr. Paul Wehner - Rector

Absent: Oscar Lozano, Amber Zentis, Rev. Lecia Brannon – Curate, Christian Iversen – Treasurer, Bill Daw – Chancellor

Roy Haley led the vestry in a devotional about the Serenity Prayer and 7 Lessons From It.

Review of June Meeting Minutes

- The minutes of the June 2017 vestry meeting were reviewed for accuracy and approved, following a motion to approve by Dorothy Lyons and a second by Leslie Amentini.

Treasurer's Report

- Scott McLemore reviewed the June 2017 monthly finance report. See Appendix A of Meeting Minutes for summary of the revenues and expenses. Month-to-date spending was \$1,758.99 above revenue (i.e. deficit). Year-to-date, spending is \$12,281.21 below revenue (i.e. surplus).
- Scott also reported the kiosk transactions since November 2016. See Appendix B of Meeting Minutes for details.

Rector's Report

- Rev. Beers visited Calvary on July 2nd and preached at both services describing the work of Food for the Poor and the organization's need for donations. In years past, in addition to donations by individual parishioners, the vestry has made donations from the church to Food for the Poor following the visit by Rev. Beers.
- **Motion:** Leslie Amentini made a motion to use \$500 from the Outreach Initiatives budget as a donation to Food for the Poor. Betty Best seconded the motion, and the motion passed.
- Fr. Paul mentioned that the 'Introduction to Vestry' reception will be held July 28 at the home of Betty and Ron Best. This is an informal event for people interested in learning about being a vestry member. Five vestry positions will be open for election this fall. Vestry members representing each of the 'vestry class years' are asked to attend.
- Fr. Paul will be on vacation July 17 – 21 and July 24 – 26.

Curate's Report

- Rev. Lecia was absent from the vestry meeting, and no report was provided.

Sr. Warden Report

- Nothing to report.

Adult Mission Trip

- Frank Plut made a presentation to the vestry asking for additional funding (\$235) for the Adult Mission Trip to purchase caulking which will be used during the trip to Vinton, LA. The Calvary team will be caulking the exterior and interior of log cabins used by the City of Refuge, a homeless shelter for Veterans.
- **Motion:** Roy Haley made a motion for Calvary to provide \$235 to the Adult Mission Trip from the Action Team budget. Jason Kniss seconded the motion, and the motion passed.
- The vestry expressed interest in making donations to the City of Refuge, First United Methodist (the church at which the Calvary team will be residing) and St. Paul's Episcopal Church (the church providing evening meals to the Calvary team). **This item will be considered at the August vestry meeting.** In addition, after the trip, some of those who participated will speak during one of the Sunday services seeking donations for the above organizations.

Jr. Warden Report

- Jr. Warden Terry Jordan provided updates on several activities:
 - * The sidewalks along Austin St. are being repaired by Gary Randolph's company.
 - * Dishwasher repair: Terry contacted a dishwasher repair company about the existing dishwasher. The unit is in need of repair. Terry feels it is better value to purchase a new unit rather than repairing the current unit. Vestry discussed the possibility of purchasing a high-end residential unit rather than a commercial-grade unit. The consensus is that a commercial unit is the better option. Terry will explore options.
- Terry also provided an update on the Kitchen Remodeling project. About \$44,000 has been donated by parishioners (this excludes the vestry-approved Calvary donation of \$10,000). Thus, there is enough funding to start the project. Bids from three contractors were received. Vestry reviewed the bids and selected a contractor for the project.
- **Motion:** Leslie Amentini made a motion for the church to contract with JR Construction for the Kitchen Remodeling project. Betty Best seconded the motion, and the motion passed.
- Additional details of ongoing projects are included in the Jr. Warden's report attached to the vestry packet.

New Business

- None.

Old Business

- The 2017 family retreat at Camp Allen is scheduled for October 13-15, 2017.

Vestry members shared prayer concerns, and after a closing prayer, the meeting was adjourned at 8:30 pm.

Submitted by,
Greg Bethke, Clerk

APPENDIX A: Analysis of Revenues & Expenses – Summary – June 2017

Date : 07/11/2017 Time : 3:51:22 PM		Calvary Episcopal Church Analysis of Revenues & Expenses - Summary June 2017					Page : 1
Accounts	MTD Actual (This Year)	MTD Budget (This Year)	MTD Budget Remaining (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	YTD Budget Remaining (This Year)	
Revenues							
Offerings	\$40,015.82	\$47,708.33	\$7,692.51	\$292,592.19	\$286,249.98	(\$6,342.21)	
Investment Income	\$0.53	\$0.00	(\$0.53)	\$1.74	\$0.00	(\$1.74)	
Church Usage	\$0.00	\$83.33	\$83.33	\$200.00	\$499.98	\$299.98	
Designated Income	\$5,843.00	\$6,041.67	\$198.67	\$32,380.91	\$36,250.02	\$3,869.11	
Total Revenues	\$45,859.35	\$53,833.33	\$7,973.98	\$325,174.84	\$322,999.98	(\$2,174.86)	
Expenses							
Vestry Oversight							
Insurance	\$0.00	\$0.00	\$0.00	\$9,606.16	\$9,800.00	\$193.84	
Office and Administration	\$2,943.50	\$3,704.17	\$760.67	\$12,658.77	\$16,975.02	\$4,316.25	
Buildings and Grounds	\$1,332.90	\$6,240.00	\$4,907.10	\$36,539.85	\$37,440.00	\$900.15	
Employee Compensation	\$26,656.71	\$25,841.32	(\$815.39)	\$173,233.46	\$170,046.26	(\$3,187.20)	
Vestry and Stewardship	\$144.61	\$333.33	\$188.72	\$2,820.39	\$1,999.98	(\$820.41)	
Finance Committee	\$2,725.77	\$1,214.58	(\$1,511.19)	\$8,315.06	\$7,287.48	(\$1,027.58)	
Total Vestry Oversight	\$33,803.49	\$37,333.40	\$3,529.91	\$243,173.69	\$243,548.74	\$375.05	
Mission/Outreach Ministry	\$5,657.01	\$5,112.42	(\$544.59)	\$24,759.27	\$30,441.77	\$5,682.50	
Calvary Life Ministry	\$1,824.90	\$1,862.49	\$37.59	\$8,081.61	\$8,324.94	\$243.33	
Worship Ministry	\$1,940.55	\$1,029.16	(\$911.39)	\$6,793.20	\$6,174.96	(\$618.24)	
Formation/Spirituality Mnstry	\$263.97	\$837.52	\$573.55	\$5,315.34	\$5,025.12	(\$290.22)	
Diocesan Obligations	\$4,128.42	\$4,128.42	\$0.00	\$24,770.52	\$24,770.52	\$0.00	
Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Expenses	\$47,618.34	\$50,303.41	\$2,685.07	\$312,893.63	\$318,286.05	\$5,392.42	
Net Total	(\$1,758.99)	\$3,529.92	\$5,288.91	\$12,281.21	\$4,713.93	(\$7,567.28)	
Restricted Gifts							
Total Restricted Gifts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Restricted Expenses							
Total Restricted Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Net Operating Total	(\$1,758.99)	\$3,529.92	\$5,288.91	\$12,281.21	\$4,713.93	(\$7,567.28)	

APPENDIX B: Summary of Kiosk Transactions

<u>Kiosk Transactions</u>				
<u>Month/Year</u>	<u>Number of Transactions</u>	<u>Amount</u>	<u>Pledgers</u>	<u>Non-Pledgers</u>
November 2016	3	\$210.00		
December 2016	11	\$1,170.00		
January 2017	33	\$3,150.00		
February 2017	23	\$2,645.00	20	3
March 2017	25	\$3,627.00	21	4
April 2017	33	\$4,702.00	28	5
May 2017	35	\$4,659.00	25	10
June 2017	28	\$6,806.00	22	8