



The vestry was called to order at 7:16 pm, once a quorum (2/3) was present.

Attendance

Nicholas Morris-Kliment (Rector)	X	Scottie Miller (Associate Rector)	X	Duncan Allen (Treasurer)	X	Stan Hitron (Warden)	X
David Carnahan (Clerk)	X	Joe Barr	X	Janet Haines	X	Martin Walter	X
Phil Trussell		Jeff Murphy	X	Stefano Migliuolo	X	Nardin Baker	X
Michael Niden	X	Patty Smith	X	Tim Lysaght	X	Denise DeGroff	
Linnea Wren		Kimberly Rocco	X				

Worship/Christian Learning Chair: Nick, Parliamentarian: Scottie

Prayer and Formation (20)

We read and prayed, guided by the daily devotion, BCP, 139

Information/Report Questions/Clarification (20)

1. Safe Church , Nardin Baker

Teachers need to be trained to be authorized as instructors. This occurs online or in groups. The vestry also has to do this, and also those who work with youth (choir, stewardship visitors, etc.) There is an opportunity to run a full day training session instead of the online version. That would encompass ~20 people. Martha Gardner at the diocese is working with us to run a condensed version, say 9-11:30, on a given day, tentatively December 15. Online is free, it would be ~\$20 in person. A text was distributed, and a version will be drafted for our use. A document exists from ~10 years ago that will be unearthed and reviewed.

2. Treasurer , See appendix A

An ~\$85k bequest has been received from the church from the estate of Florence Walsh. An additional amount of up to \$15k is expected in due time. *A motion was made to gratefully accept the unrestricted bequest from the estate of Florence Walsh. Motion passed.*

A motion was made to accept the Treasurer’s proposal that any journal entry made in the church’s accounting system that meets either of the following requirements be considered significant enough so as to be reported to the Vestry and reviewed for its approval: (A) In an amount equal to or exceeding \$1,000. or (B) Made to or from an operating budget line item and exceeding \$500. This is the amount at which a second signature is required on a check drawn on the church’s account. Motion passed.

3. Vestry nominations

Approximately 10 folks have been suggested as vestry members for elections in Feb 3. Four Vestry and two Wardens will be elected. This will be posted two months prior to election.

Newcomers/Hospitality

Kim Lysaght came to review the newcomer data with the vestry. 8 to 9 new parishioners or new families were reviewed, who are new since May. The vestry discussed gift bags for newcomers. Bags will be prepared for Christmas and Easter as these were popular.



We then reviewed the Vestry generated ideas for becoming more welcoming. We will ask Maryann to print new nametags.

On clutter, bags need to go to Circle of Hope. Childrens' chairs and tables are needed there.

Kim has been posting on the FB page as well- we need people to follow us.

Stewardship

The stewardship campaign has been continuing to collect new pledges. We are ahead of last year's returns, but time will tell. At finance committee, on the 11th, we will be able to see the budget for next year in formation. There are ~20 we haven't heard from yet. Calls will be made after Thanksgiving. Nick reported on his classwork, Fundraising as Ministry, and Shaping a Theology of Money. He discussed a project with the instructor, using Lent as a season to pick a text, and have a group that reads this text, culminating in a meal together. This would put us on a track to building a stewardship culture.

Parking Lot/Other Business

. There may be some action on stucco next year.

DATES TO REMEMBER

Sunday, November 25: Christ the King Evensong, Chapel, 5:30pm

Sunday, December 2: Advent I; Holiday Gift Shop and Advent Wreath Making, 11:15am

Tuesday, December 18: Vestry, 7:15pm

Monday, December 24: Pageant at 4pm; Hymn sing, 8.30pm; Candlelight Eucharist, 9:00pm

Tuesday, December 25: Christmas Day Eucharist with Hymns in the Chapel, 9:00am

Sunday, January 6: Feast of the Epiphany – Festive Eucharist with Special Music, 10:00am

ON THE HORIZON

Annual Meeting: Sunday, February 3, 2019 11.15am

Vestry Retreat: Friday/Saturday, March 1-2, Bethany House of Prayer, Arlington

Closing

The meeting adjourned at 9:00

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Appendix A. Treasurer's Statement

October 2018 Treasurer's Statement	2018 Budget	2018 Actual	Actual - Budget	Actual/ Budget	2018 Annual Budget	Projected 2018 Year End
Revenue:						
Offerings						
Pledge Income and Regular Support	\$ 296,350	\$ 283,203	\$ (13,147)	95.6%	\$ 397,500	\$ 396,886
Loose Plate	\$ 3,778	\$ 5,892	\$ 2,114	156.0%	\$ 5,168	\$ 7,250
Christmas & Easter Offerings	\$ 2,000	\$ 2,530	\$ 530	126.5%	\$ 5,200	\$ 6,000
Donations/Gifts	\$ 2,520	\$ 38,928	\$ 36,408	1544.8%	\$ 10,600	\$ 45,756
Diocesan Assistance (1730 music)	\$ -	\$ -	\$ -	#N/A	\$ -	\$ 6,000
Fund Raising Events	\$ 5,000	\$ 2,111	\$ (2,889)	42.2%	\$ 12,500	\$ 9,750
Investment Income						
Facility Rental Income (<i>status quo</i>)	\$ 78,620	\$ 72,958	\$ (5,662)	92.8%	\$ 95,000	\$ 94,083
Endowment Income	\$ 45,866	\$ 30,577	\$ (15,289)	66.7%	\$ 61,155	\$ 61,155
Total Operating Revenue	\$ 434,134	\$ 436,199	\$ 2,065	100.5%	\$ 587,123	\$ 626,880
Expense:						
Operations & Education						
Child Care	\$ 1,826	\$ 1,788	\$ (38)	97.9%	\$ 2,208	\$ 2,208
Family Ministries	\$ 1,348	\$ 741	\$ (607)	55.0%	\$ 1,800	\$ 1,500
Adult Education	\$ 150	\$ 100	\$ (50)	66.7%	\$ 150	\$ 150
Holy Grounds	\$ 582	\$ 861	\$ 279	147.9%	\$ 700	\$ 1,000
Music	\$ 9,461	\$ 6,700	\$ (2,761)	70.8%	\$ 13,000	\$ 12,700
Office Supplies & Expense	\$ 5,406	\$ 4,537	\$ (869)	83.9%	\$ 6,500	\$ 6,500
Vestry	\$ 750	\$ 696	\$ (54)	92.8%	\$ 750	\$ 600
Postage	\$ 1,168	\$ 989	\$ (179)	84.7%	\$ 1,650	\$ 1,650
Stewardship & Planned Giving	\$ 300	\$ -	\$ (300)	0.0%	\$ 500	\$ 500
Telephone	\$ 2,208	\$ 1,992	\$ (216)	90.2%	\$ 2,650	\$ 2,650
Travel	\$ 3,500	\$ 3,525	\$ 25	100.7%	\$ 4,200	\$ 4,200
Treasurer	\$ 14,350	\$ 13,372	\$ (978)	93.2%	\$ 17,500	\$ 18,000
Worship	\$ 2,490	\$ 2,300	\$ (190)	92.4%	\$ 2,750	\$ 3,250
Altar Guild	\$ 416	\$ -	\$ (416)	0.0%	\$ 500	\$ 500
Flowers	\$ -	\$ 951	\$ 951	#N/A	\$ -	\$ -
Technology	\$ 2,250	\$ 3,411	\$ 1,161	151.6%	\$ 2,750	\$ 3,500
Communications	\$ 840	\$ 656	\$ (184)	78.1%	\$ 1,250	\$ 1,250
Fellowship	\$ 1,015	\$ 1,309	\$ 294	129.0%	\$ 1,400	\$ 1,700
Outreach*						
Community Concerns	\$ 3,500	\$ 3,325	\$ (175)	95.0%	\$ 7,000	\$ 7,000
Parish Partnership	\$ 3,876	\$ 3,852	\$ (24)	99.4%	\$ 3,876	\$ 3,876
Payroll/ Taxes/ Insurance/ Pension						
Payroll Expense	\$ 228,023	\$ 217,902	\$ (10,121)	95.6%	\$ 275,900	\$ 275,900
Taxes - Payroll	\$ 7,943	\$ 6,697	\$ (1,246)	84.3%	\$ 9,720	\$ 9,720
Insurance - Health	\$ 21,300	\$ 22,368	\$ 1,068	105.0%	\$ 25,560	\$ 25,560
Church Pension Premiums	\$ 32,292	\$ 24,567	\$ (7,725)	76.1%	\$ 38,750	\$ 38,750
Continuing Education (Clergy)	\$ 2,082	\$ 1,186	\$ (896)	57.0%	\$ 2,500	\$ 2,500
Property Improvements & Maintenance						
Building Repairs	\$ 14,105	\$ 33,375	\$ 19,270	236.6%	\$ 17,500	\$ 37,500
Building Maintenance	\$ 16,317	\$ 15,432	\$ (885)	94.6%	\$ 18,750	\$ 20,250
Grounds	\$ 10,898	\$ 8,995	\$ (1,903)	82.5%	\$ 13,000	\$ 13,000
Building Supplies	\$ 3,136	\$ 4,374	\$ 1,238	139.5%	\$ 3,800	\$ 4,800
Cleaning Service	\$ 16,250	\$ 15,480	\$ (770)	95.3%	\$ 19,500	\$ 19,500
Electricity	\$ 2,992	\$ 3,613	\$ 621	120.8%	\$ 4,000	\$ 4,650
Heat (fuel - oil & gas)	\$ 9,044	\$ 9,120	\$ 76	100.8%	\$ 12,250	\$ 13,500
Insurance - General	\$ 18,000	\$ 19,683	\$ 1,683	109.4%	\$ 24,000	\$ 24,000
Copier	\$ 4,270	\$ 4,004	\$ (266)	93.8%	\$ 5,200	\$ 5,200
Sewer & Water	\$ 3,418	\$ 2,031	\$ (1,387)	59.4%	\$ 4,200	\$ 3,200
Repay Diocesan Green Loan	\$ 4,610	\$ 4,610	\$ -	100.0%	\$ 5,531	\$ 5,531
Diocesan Assessment						
Diocesan Assessment	\$ 50,921	\$ 33,687	\$ (17,234)	66.2%	\$ 67,895	\$ 67,895
Sub-Total Expense	\$ 501,037	\$ 478,229	\$ (22,808)	95.4%	\$ 619,190	\$ 644,190
Contingency	\$ 3,223	\$ 2,500	\$ (723)	77.6%	\$ 3,867	\$ 3,867
Total Operating Expense	\$ 504,260	\$ 480,729	\$ (23,531)	95.3%	\$ 623,057	\$ 648,057
Operating Surplus (Deficit)	\$ (70,126)	\$ (44,530)	\$ 25,596		\$ (35,934)	\$ (21,177)