

**St. Stephen's Vestry Minutes
September 13, 2022**

Present: Fr. Bailey Norman, Ashton Sims, Adam Cavender, Lew Felton, Rachel Kirk, Cyril Meredith Beth Reed, Sandi Robertson, Jim Rousey, Barbara Steele

Absent: Bonnie Bautz, Tom Clary, Judith Delaney, Liz Herbes

Call to Order: Fr. Norman

Fr. Bailey Norman called the meeting to order with prayer at 6:33pm.

Approval of Agenda: Fr. Norman

An item was added to the agenda and the revised agenda was approved (Jim Rousey/Lew Felton)

Approval of Consent Agenda: Fr. Norman

Minutes of the August 9, 2022 meeting were approved as submitted (Adam Cavender/Sandi Robertson).

LEADERSHIP REPORTS

Priest in Charge: Fr Norman

All the activities of the past Sunday were fun to watch. The BBQ was great. Orders will be taken for another round of BBQ with proceeds from the sale going to the upgrade to the communications system in the church.

A letter will go out to the parish concerning the upcoming stewardship campaign without causing a crisis. The budget is expected to increase with the addition of staff, the staff salary increase, and inflation. Bailey wants to prevent any crisis which means good communication. The context of the campaign is to encourage similar or increased giving this year. There is a desire to know "what the parish wants." John and Olivia Cox have agreed to head the stewardship campaign. Heather Hartman has joined the committee. They intend to follow Dan DiGregorio's template.

There will be a blessing of the animals on October 8. It will be drive-through. This will be an evangelism opportunity to spread the word to the community through placing posters in local vet offices and animal shelters. There are lawn signs for Blessing of the Animals tucked away in the church.

The committee for the new service has gotten stuck on some areas. Before it starts, there will be a pop-up church. The thought is to do it late in the afternoon at the pavilion on Melton Hill Lake Park in Oak Ridge. It will be light on worship and heavy on fellowship. There was an idea to make St. Stephen's t-shirts to wear at the event.

Assistant to the Priest in Charge: Fr. Sims

The Young Adult group will have a cookout at his house next Saturday, September 17. He has had few additional RSVPs since the last Vestry meeting. He is continuing to participate in Diocesan events.

Sr Warden: Judith Delaney

The Senior Warden had no report.

Jr Warden: Barbara Steele

Barbara requests that everyone turns in their annual reports for the Parish meeting on October 2.

To date, four people have agreed to run for Vestry. Nominations are still open.

Item for Action

Finance Report: Tom Clary

Receipts through August were 63% and disbursements 66.67% through 66.67% of the year. Receipts are lagging. There are 24 pledges with no receipt yet but there were only 5 unpaid pledges last year. There is hope that some of these pledges will come in. Currently, there is a deficit of \$56,275.69. \$30,000 has been converted from the Endowment fund. Given the investment situation this year, there will not be any interest from the Endowment fund to make up any 2023 budget shortfall in pledges.

The Finance Committee discussed tightening spending for GF line items that have significant balances in Restricted accounts. A proposal was made to send a letter to each committee requiring spending out of restricted funds to decrease spending of GF funds. With the upcoming pledge drive, Bailey asked for creative alternatives to increase financial giving without hammering pledging.

Several substantial gifts and memorials have been received recently.

- An undesignated Anonymous gift of \$10,000
- A \$6,000 gift to Gifts and Memorials from the estate of Dorothy Skinner

There are several items for which these gifts could be used

- A security system
- Improvements to the nursery. There is a proposal to purchase paint for the room, new toys, security camera and smart TV
- Purchase new furniture for Jeff Robinson's Sunday School room
- Upgrades to the Pollard Room and the Parish Hall are on the Envisioning Committee's list

The August financial report was approved unanimously.

Items for Discussion

Creation of a new Restricted account: Tom Clary

A request was made to create a new account to hold the funds collected from folks who are going on the London trip in 2023. The new account would be MU310.

Reports

NOTE: Only those committees with updates to their reports are given below.

Buildings and Grounds: Lew Felton

The installation of the new wiring and equipment the IT upgrade is complete. The upload and download speeds are excellent. The Vestry approved \$9000 for the internet upgrade. About \$9300 was spent. The first bill for 3 months was \$2000. The VOIP phones should be installed in the next 2 weeks. Installing a security system is the next item to be addressed.

Parish Life: Adam Cavender

He asked for help advertising the BBQ fund raiser.

The meeting was adjourned at 7:59 pm.

Respectfully submitted,
Elizabeth Ellis
Secretary

Next meeting October 11, 2022

Reports for September 13, 2022 Vestry Meeting

PRIEST-IN-CHARGE REPORT

No Report

CURATE'S REPORT

No Report

WARDENS' REPORTS

Senior Warden

No Report

Junior Warden

No Report

COMMITTEE REPORTS

Christian Education

Looking for Volunteers for Children's Chapel (during the service).
October 2, October 9 No Sunday School - Fall Break
November 6 Coco Movie Night
Saturday December 24 - Christmas Eve Pageant, Nancy Carow in charge
No Sunday School on Christmas Day

Classroom Needs
Flip Chart Board - Brittany will provide
Paint Nursery - Heather Hartman
Looking for way to stream nursery to parents over a tablet
Smart TVs in classrooms
Recover couches - on hold, may purchase new for around \$350.

ECC couches to be recovered and new cushions
Camera in the nursery for parents to access via app?

Adult Christian Formation

No Report

Evangelism

No Report

Liturgics

No Report

Outreach

No Report

Pastoral Care

No Report

Building and Grounds

Bylaws and Policies

No Report

Communications

Finance

Gifts and Memorials

No Report

Memorial Garden

Nominating

Parish Life

No Report

Personnel

No Report

Stewardship

No Report