

MINUTES OF THE MEETING OF THE VESTRY
OF
CHRIST EPISCOPAL CHURCH

January 25, 1988

The regular monthly meeting of the Christ Church Vestry was called to order January 25, 1988 with a quorum being present.

Present were:	Sam Miller	Brad Reed
	Tom McCart	Scott Lee
	Pete Stringer	Dick Lodge
	Wayne Glenn	Sharon Waddle
	Carol Thomas	Stephanie Brooks
	Drew Goddard	Donna Gafford
	Frances Corzine	Gina Lodge
	Sandy Sanders	Linda Wellborn
	Susan Davis	David Waller
	Dale Grimes	Jane Hardy
	Bill Coke	Tom Kanaday

Minutes of the December 1987 meeting were reviewed and approved.

The report of the finance committee was presented and reviewed with particular attention to questions about the new format. The new line item display made the format much easier to understand. Particular attention was paid to the reorganization of certain items. It was noted that the 1988 "approved" budget as listed referred to the approval of the budget committee. Unrestricted cash in the amount of \$ 95,980 is carried over from the 1987 budget and, having already been allocated, does not figure into the total Outreach potential for 1988. Including the \$200,000 allocated for the diocese of Tennessee, 38% of the budget is designated for Outreach.

Major expenditures within the budget including repayment of funds utilized for the third floor renovation were reviewed. Repayment should be complete in either June or December.

Discussion then focused on financing of the "Master Plan". Priorities have been set out of necessity for certain items. These budgeted funds appear in line item 530020 (organ-\$ 58,500), line item 554050 (balance due tower-\$ 4,166) and line item 553000 (\$ 18,000) for other "Master Plan" items.

It was moved and seconded to approve the budget for operation exclusive of maintenance items outlined above and the motion carried. Next there was a motion to authorize the finance committee to borrow an estimated \$ 86,000 "under the best terms available" to finance these items.

There was further discussion about the "Master Plan". A presentation is scheduled for the adult education class March 6, 1988. Estimates of the items as prioritized are under consideration and these efforts are being organized by Carol Elam.

Brad Reed has contacted Robert McNeilly concerning the potential for fund-raising efforts deemed necessary for preservation of the existing building structure. A preliminary meeting concerning an endowment drive has been scheduled for February and also includes coordination with stewardship efforts.

A brief review of the recent vestry conference was made and the efforts and leadership of Susie Davis was acknowledged with applause. Tom McCart received an Episcopal Foundation grant for which he was warmly congratulated.

COMMITTEE REPORTS

NOTE: Committee organization is being stressed in such a way that written reports should be in the hands of Scott Lee by 12 noon on the Wednesday prior to the vestry meeting. Such an effort will hopefully enhance the clarity and efficiency of the reports in the meeting itself.

Attendance: Total communicants rose from 985 January, 1987 to 1,025 December, 1987. The total baptised members was 1,281 as of December, 1987.

Child Care: Tentatively child care may be provided for the Parish Weekend at Home.

Liturgy: Sam Miller reported for Bob Smyth that the repair for the organ is 50% complete. A concert Evensong is planned January 31, 1988.

Property: Current projects reported by David Waller include a pair of leaks in the tower roof, radiators in the sanctuary, and heating on the third floor.

Church School: Stephanie Brooks reported a midyear review for teachers; no replacements were necessary. A recommendation is anticipated by Easter from the curriculum committee headed by Tina Whitfield regarding curriculum. Adult participation in activity centers and other church school programs is encouraged.

Youth: A ski trip is planned February 13 and 14. The 9th grade Sunday School has been cancelled. The parents of those involved had been contacted by the youth committee for their opinions and input. The average attendance was reported to be running two to three participants per week. The recommendation for discontinuing the class was reached by the youth committee as related by chairman Elizabeth Watson in a written report to the parents discussing the rationale and future study underway. Issues related to Church School for teenagers were reviewed and concluded by stressing the importance of continuing to consider the classes for the high school age group now and in the future.

Adult Education: Sharon Waddle reviewed the tentative schedule for the adult education class with one offering per week.

New Member: Jane Hardy reviewed efforts to list new members and perhaps future members in the roles of the church. A letter to the newcomers from the priest in charge was mentioned.

Outreach: Bill Coke reported \$ 10,000 has been distributed for direct assistance programs.

Long-Range Planning: Efforts will be organized to integrate plans from the vestry retreat with earlier efforts and coordinate with calendar, priorities, and budgeting for the establishment of future plans. The need to express this body of information to the communicants at large was reviewed.

The vestry meeting adjourned at 8:25 P.M.

Respectfully submitted,

Dan S. Sanders, III

MINUTES
MEETING OF THE VESTRY
CHRIST EPISCOPAL CHURCH
FEBRUARY 22, 1988

The regular monthly meeting of the Christ Church Vestry was called to order February 22, 1988.

Present: Bill Coke, Susie Davis, Donna Gafford, Wayne Glenn, Drew Goodard, Dale Grimes, Jane Hardy, Tom Kanaday, Dick Lodge, Tom McCart, Gordon Peerman, Brad Reed, Sandy Sanders, Pete Stringer, Carol Thomas, David Waller, Don Whitfield, Sharon Waddle, Elizabeth Watson

Minutes of the January 1988 meeting were amended and then approved.

The January church statistics were revised; Brad Reed questioned the absence of figures for adult classes and EYC (the latter were provided later).

The treasurer's report followed being presented by Don Whitfield. The apparent discrepancy in collection figures reflected 1988 prepayment received in January. The cost of the Vestry Conference and Diocesan Convention were \$70 per person; those expenses can be paid to the church if desired. If this option of repayment is elected, checks should be noted as to purpose in order to aid proper accounting. Collection of the 1987 "pledge" approached 100%. A discussion of income from the proceeds of the sale of the rectory followed. The treasurer's report was approved and accepted.

Bill Coke shared the text of Bishop Reynold's address to the Diocesan Convention and reviewed its highlights. Sharon Waddle presented convention resolutions. Comment followed on future organizational structure. Election results then followed noting the nomination and election of Donna Gafford to Bishop and Council and Fletch Coke as a trustee to the Dandridge Trust. The role which Christ Church plays in the Dioceses then was discussed at some length along with the election process. Bill Coke and Brad Reed met recently with the Bishop to share our concerns of Diocesan issues. Carol Thomas reviewed the operating budget for the Dioceses for 1988. The income was reported as \$906,000 - \$721,000 of which comes from contributions. A breakdown of the expenses followed.

COMMITTEE REPORTS

Stewardship: Total pledges for 1988 have reached \$534,000.

Finance: An unbudgeted expense will be incurred from the deficit in tuition at the "Weekend at Home." "Part-time" clergy are exceeding the expected time investment for which they were hired and the issue of proper reimbursement is to be addressed.

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COMMITTEE REPORTS continued

Master Plan: Carol Elam is reviewing cost estimates. Carol Elam, Brad Reed, and Sandy Sanders recently met with Robert McNeily regarding financial considerations for the Master Plan. The adult church school session on March 7 is going to present the Master Plan for the parish at large.

Adult Education: The "Weekend at Home" with Edward Hobbs was reviewed. Small group offerings on Sunday morning are being investigated. A proposed schedule for the adult lectionary class followed.

Youth: Attendance for youth classes each week included 9th grade - 0 to 2 and 7th and 8th grade - 4 to 5. The Jr. and Sr. EYC are averaging 15 participants per meeting. A high school offering is to begin with a flexible format coordinated by Dave Fogg this week. A successful ski trip was reported that included 36 7th through 12th graders and eight adults. Speed Thomas and Francis Eagle are to be co-chairs of the youth committee beginning June 1988.

Pastoral Counseling: Gordon Peerman reviewed consideration of offerings for single parents, recent divorcees and other groups. Potential offerings are currently under consideration.

New Members: Letters are going out from the parish and clergy to new and/or prospective members. A visitor's night will begin the first Wednesday of the month from 7 P.M. to 8:30 P.M.

Building: The electrical well-being of the building was assessed and deemed healthy. An engineering assessment is to follow. Issues related to heating were discussed. A space use committee meeting is scheduled for February 23. The funding of a security guard and security lights were mentioned. Priority for those measures most urgent is to be established soon.

Outreach: 140 people are involved in programs of outreach. Sunday, March 4, at 4 P.M. there will be a tour of housing projects funding in part through outreach.

Tom McCart will be away on leave March 10 through the 14.

The meeting was adjourned.

Respectfully submitted,

Dan S. Sanders, III

MINUTES
MEETING OF THE VESTRY
CHRIST EPISCOPAL CHURCH

MARCH 21, 1988

The regular meeting of the Christ Church Vestry was called to order March 21, 1988.

Present: Stephanie Brooks, Bill Coke, Frances Corzine, Susie Davis, Donna Gafford, Wayne Glenn, Drew Goddard, Dale Grimes, Jane Hardy, Scott Lee, Dick Lodge, Tom McCart, Sam Miller, Brad Reed, Sandy Sanders, Bob Smythe, Carol Thomas, David Waller, Lina Wellborn, Don Whitfield, Sharon Waddle and Elizabeth Watson

Minutes of the February 1988 meeting were amended and then approved.

The treasurer's report reviewed the new format for presenting financial information. Cash assets are in interest bearing accounts. Funds payable to the endowment will decrease by \$52,000 in June of 1988. The treasurer's report was approved and accepted.

Statistics were reviewed with particular note to attendance, evangelism, and deaths.

NEW BUSINESS

The Outreach Committee suggested the Easter offering be allocated to the St. Luke's family shelters; this proposal was approved.

Generous bequests from the Sloan family were reported.

Scott Lee unveiled a new information sheet and parish record update. Scott has been accepted for postulancy to enter seminary in the fall of 1989.

COMMITTEE REPORTS

Liturgy: Bob Smythe reported that organ repairs should be complete by March 27, 1988. Pete Fyfe has made a donation towards this project.

In preparation for scheduling Holy Week Services, it was learned that plans for the visit of The Right Rev. David S. Rose had been altered. Bishop Rose was unable to accept the invitation for the schedule as planned. Clerical coverage for all services was appropriately adjusted.

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Church School: A written report was available. Twenty five alternative curricula have been reviewed and narrowed to a choice of one or two. A final decision is pending. Changes in the committee personnel were noted. Peter Byrd will be editing an upcoming news letter to share information about the activities within the Church School. An Easter celebration is planned after the 8 A.M. service.

Nurture Committee: Two receptions have been coordinated by Debra Lovett. Heather Padgett is coordinating the upcoming Weekend Away. Lynn Huber will soon be making a presentation about affirmative aging and adult education class. Chuck and Harriet Dunn are coordinating the Annual Picnic on June 12.

Lay Pastoral Care Committee: The Stephens' Series planning was updated by Sam Miller. In the summer of 1988 there will be a two week training period. The individuals receiving the formal training will then bring their knowledge back to the parish.

New Member Committee: A new information card was unveiled.

Outreach: Written report available.

Stewardship: A presentation to the Sunday morning adult education class has been changed to April 24. Sandy Sanders is on the Diocesan stewardship committee.

Long Range Planning: Susie Davis, Bob Smythe, Carol Thomas and Scott Lee will coordinate the efforts of planning.

Announcements: A statement on alcohol and drug abuse from the Diocese was reviewed. The upcoming calendar was noted especially day light savings time.

No further business, the meeting was adjourned.

Respectfully submitted,

Dan S. Sanders, III

MINUTES
MEETING OF THE VESTRY
CHRIST EPISCOPAL CHURCH

APRIL 19, 1988

The regular meeting of the Christ Church Vestry was called to order April 19, 1988.

Present: Stephanie Brooks, Bill Coke, Frances Corzine, Susie Davis, Donna Gafford, Drew Goddard, Dale Grimes, Tom Kanaday, Scott Lee, Dick Lodge, Tom McCart, Sam Miller, Gordon Peerman, Brad Reed, Sandy Sanders, Carol Thomas, David Waller, Lina Wellborn

BUSINESS MEETING

Tina Whitfield of the curriculum committee presented the results of curriculum review and search which has been underway since March of 1987. The details of her review process were described and members of the committee listed. A philosophy of "parents as primary educators" prevailed. The final choices of the committee were reviewed by consultants who provided further critique. "Living Faith" was the curriculum selected as it met the objectives and priorities for our program the most completely. "Living Faith" is a program from the Lutheran church and it is anticipated that appropriate adjustments will be made with regard to the history of the Episcopal church. The recommendations of the committee was endorsed by Sam Miller. A mailing concerning the format will be going to the parish members.

The minutes of the March meeting were reviewed, corrected and approved.

NEW BUSINESS

The treasurer's report was presented by Dick Lodge noting the pledged receipts to be \$10,000 behind budget. Revenue from the McCurdy fund was slightly ahead of projections. Peter Fyfe donated \$5,100 towards organ repair. A \$2,700 disbursement went to Kanuga for the Christian education conference.

The statistic review focused on service attendance, evangelism, and distinguished between baptized members and total communicants.

Bill Rochford has accepted the chairmanship of the Christian education committee and will be invited to be a regular attendant at Vestry meetings.

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NEW BUSINESS (cont.)

The administrative assistant's report noted that a new copier with broader capabilities has been added. Morgan Merrill succeeds Molly Dorman as the child care coordinator.

COMMITTEE REPORTS

Personnel: (Scott Lee) Vacation, holiday, and sick leave policies are being formulated. The process for reviewing policies and procedures has been recommended by the Vestry and after discussion this ongoing task has been reconfirmed.

Youth: (L. Wellborn) The Sunday morning high school meeting coordinated by Dave Fogg has had no attendance for two consecutive weeks. The youth led service will be May 8, 1988 at 8:45. Speed Thomas has stepped down as the chairman of the Youth committee but will remain a member. A search is underway for a new chairman of the Youth committee.

Adult Education: (Reed) The future program schedule was discussed. An adult summer program is planned. Bishop Reynolds will speak in May and Bishop Allen in June.

Finance: (D. Lodge) The highlights of the minutes and recommendations of the Finance committee from April 4, 1988 were presented. It was noted that the reference on page 2 to Long Range committee should have been the Master Plan committee. The Finance committee recommended that the \$11,000 from the Sloans be allocated for a fund designated for building endowment and that gifts, including large memorials, be put into the building endowment, rather than the general endowment, unless otherwise designated. The recommendation was discussed and accepted by the Vestry.

Next the Finance committee recommended the authorization of borrowing a total of \$115,000 representing approximately \$27,000 in addition to the \$88,000 previously authorized for the purpose of "top priority" repairs including those completed for the organ (\$55,000). Other funding will go towards the repair of Cheek Hall and window work. This motion for authorization of the \$115,000 was then passed.

The third recommendation of the committee was that any funds needing to be borrowed be taken from the general endowment of Christ Church rather than from a commercial institution. After discussion this motion passed.

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Nurture: (C. Thomas) The upcoming workshop at Sewanee and adult education class by Lynn Huber addressing the topic of affirmative aging within the church were reported.

New Member: (written report) The list of first quarter visitors was reviewed.

Outreach: (B. Coke) The Easter offering was \$6,700. A rise in attendance at meals for the needy has recently been seen.

Pastoral Counseling: (Peerman) Rick Greenwood has accepted rectorship at St. David's.

Stewardship: (Sanders) A meeting of the Diocesan Stewardship committee occurred recently and topics included 50% corporate tithing. A priority for the 1988 Stewardship campaign will be involvement of new members throughout the year in this phase of our church life. The possibility of utilizing a child education program in coordination with stewardship education is being considered. Tom McCart has prepared a letter which emphasizes the role of pledging in church life among other points in an introduction to new and potential members.

Master Plan: (C. Elam) The rationale for forming priorities as function of the Master Plan was described. Bill Hamilton has donated his time and services for consultation regarding interior decoration. Finishes are being considered for the Cheek Hall Sunday School area. Hardwood has been rediscovered under the linoleum in the Parish Hall. Funding of Master Plan programs were discussed.

Announcements: The parish picnic is planned for June 26, 1988 at the home of Evvie Davis. The Westchester County Boy's Choir from New York will be the guests of the Middler Choir May 29, 1988 and present at both services.

With no further business the meeting was adjourned.

Respectfully submitted,

Dan S. Sanders, III

MINUTES

MEETING OF THE VESTRY

CHRIST EPISCOPAL CHURCH

MAY 23, 1988

PRESENT: Bill Coke, Frances Corzine, Susie Davis, Carol Elam, Donna Gafford, Wayne Glenn, Drew Goddard, Dale Grimes, Jane Hardy, Tom Kanaday, Tom McCart, Sam Miller, Brad Reed, Bill Rochford, Sandy Sanders, Carol Thomas, David Waller, Lina Wellborn, Don Whitfield and Sharon Waddle

The regular Vestry Meeting opened with the treasurer's report presented by Don Whitfield. Year to date pledges are 97.5% of the projected total. Collection of endowment income is staggered mainly due to dates of maturity. Expenses for repairs and maintenance in April exceeded budget due to payments for heating and cooling repairs on the third floor and a flooring repair.

There was a special presentation of the Outreach Program by Fletch Coke regarding housing programs. An informative and entertaining presentation with slides followed outlining the need for housing, funding available, and especially the need to preserve existing housing. Efforts at creative financing are needed. Project Pad coordinates efforts aimed at helping those in need of preserving or finding housing.

The April, 1988 minutes of the Vestry were next corrected and then approved.

The statistics and evangelism date were noted.

NEW BUSINESS

The administrative report was presented by Sam Miller for Scott Lee. A new secretary/registrar has been hired and she is Nancy Samek. Glenda Madewell is helping in the transition in this her last week at her position. The merits of utilizing an employment agency were discussed and will be further reviewed. Sam Miller has been elected the Convenor of Clericus for the coming year succeeding Donna Gafford. This position represents coordination of an organization of the clergy in our Diocese.

COMMITTEE REPORTS

Master Plan: Carol Elam presented a summary highlighting the committee work since the fall of 1986. Guidelines have been formed for a priority list for utilization of resources in a most efficient fashion. Currently cost

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COMMITTEE REPORTS (cont.)
Master Plan (cont.)

features are being evaluated while immediate needs are being addressed. The purpose of the Master Plan should be shared with new members.

Church School: Bill Rochford was introduced as the chairman of the Church School committee. The Church School is operating within budget. There was an open house event May 22, 1988 for Church School.

Youth Committee: Plans for the 1988-89 school year are being formulated.

Adult Education: Two Sundays will be devoted to the Liturgical implications of the BCP; dates will be announced in the bulletin.

Nurture Committee: Sam Miller reviewed the plans for the Stephen's series training this summer for himself and three others in California. Upon their return, these individuals will be training parishoners to carry out this work beginning in the fall of 1988. Volunteers will be asked to make a two year commitment to this program.

New Member: The visitors list was reviewed. Tom McCart outlined the mailings which go out to visitors after they register at a service. Monday morning after a visit the visitors cards are reviewed and on Tuesday a "personal" welcome letter goes out from the clergy. A follow-up letter comes at four to six months after an individual has moved into the greater Nashville area. A telephone call will follow ten days or less after the initial visit to confirm the degree of interest. "One time visitors" receive a letter of welcome.

Stewardship: Corporate stewardship and issues for upcoming stewardship campaign will be discussed in the August Vestry meeting. Sandy Sanders plans to attend the National Stewardship Meeting at Kanuga in North Carolina in June.

Long Range Planning: A draft of a statement from the Vestry Conference is anticipated by the end of June.

The calendar for the upcoming month was reviewed. The Vestry will meet regularly through the summer months.

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As there was no further business to be addressed, the meeting was adjourned.

Respectfully submitted,

Dan S. Sanders, III

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CHRIST EPISCOPAL CHURCH

JUNE 27, 1988

PRESENT: Brad Reed, Bill Coke, Sam Miller, Tom McCart, Gordon Peerman, Scott Lee, Jane Hardy, Richard Lodge, Robert Smyth, Wayne Glenn, Don Whitfield, Donna Gafford, Drew Goddard, Tom Kanaday and Susie Davis

The regular Vestry meeting opened with a review of the minutes. The minutes were corrected and approved as corrected.

Don Whitfield gave the treasurer's report, noting that plate offerings are down, but that this is consistent with years past. Typically, large gifts are received at the end of the year. Brad noted that Don had recommended during the budget hearings that this figure be revised downward, and has been overruled by the Finance Committee. Don noted that pledges received were at 91%, falling well short of the approximately \$250,000.00 budgeted. He also noted that interest income was \$6,000.00 higher than budgeted. Directing attention to line item 553000, Don pointed out that \$4,000.00 of this expenditure should have been paid out of capital expenses, and that adjusting this figure accordingly would bring the "% of budget to date" figure more closely in line with the projections.

Brad asked that Don add the category "Building Endowment" to future financial reports. There followed a discussion of interest income from the Endowment Fund. Brad asked if the current actual value of the endowment fund could be included on a regular basis as a note to future Financial reports.

During the review of statistics, the average attendance at Church School, grades 1-6, was amended to 27. The total number of baptized persons are corrected to 1,246, an increase of 18.

Turning to new business, Sam Miller announced that Scott Lee had been admitted by Bishop George Reynolds as a Postulant for Holy Orders in the Diocese of Tennessee, as of April 26, 1988.

COMMITTEE REPORTS:

Personnel: Pete Stringer reported that the committee has generated a two-part document: Part one is a restatement of the canonical description of the job of the rector; part two is a list of guidelines to assist Tom in structuring the job of Rector of Christ Church. This document will be presented to Tom in a meeting with the Committee in early July, following the next meeting of the Personnel Committee.

COMMITTEE REPORTS (cont.)

Liturgy: Bob Smyth reported that Marion Hatchett, through the joint sponsorship of the Liturgy Committee and the Master Plan Committee, had made a particularly delightful and informative presentation to the adult class on Sunday, June 26. He urged those present to attend the second of Marion's classes on July 3, at which time his topic will be "The Architectural Implications of the 1979 Book of Common Prayer."

Property: Scott noted that work on the kitchen and childcare rooms would begin on July 18.

Youth: Sam Miller reported that Heather Patchett was the new chair for Youth, and that she was working to organize the committee and to schedule the year's events. Sam then distributed a calendar of youth events for 1988-1989.

Adult Education: Sharon Hels reported that the Adult Education Committee was re-convening to plan fall programs and to fill vacancies on the committee. A meeting has been scheduled for July 10.

Nurture: Sam reminded the Vestry that the Stephen Series trainers would be leaving for their two week course in early July. He also related an account of how effective the current Lay Pastoral Care committee has been in caring for Josephine Holt, maintaining Christ Church's ministry to her even though she was unable to be present here. Donna Gafford displayed and passed around the booklet of photographs and other materials compiled by Jenna Klopovic and Heather Padgett from the Parish Weekend Away. Sam noted that the Parish Picnic had been held last Sunday, with a diminished but festive and joyous crowd.

New Member: Referring to the distributed committee report, Jane Hardy noted the renewed vigor of this committee, and the good work being done by the four new coordinators, A.J. Buse, Barbara DeMerritt, Melanie Leader, and Janet Davies. Tom McCart called attention to the letters now being sent to new members, and noted that two persons had returned both Time and Talent surveys and pledge cards as a result of being contacted in this way.

Brad added at this point that the Rector was considering a "mini-retreat" for the Vestry on August 19-20 or 26-27. Scott will investigate the availability of St. Mary's.

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COMMITTEE REPORTS (cont.)

Outreach: Bill Coke commented on the great success of the Celebration of Outreach held at the Coke home to thank Outreach volunteers. He distributed an article about Project Pad, explaining that through the work of Christ Church members, St. Luke's had acquired a new dwelling, and that this pilot project, involving as it did the cooperation of several community agencies, would serve as a model for others to emulate.

Diocese: Brad plans to convene the committee in the near future. Bob Smyth reported that the Diocesan Cathedral Committee had concluded its five meetings. Noting the lack of continuity in attendance by members of the committee, he reported that data had been gathered from forty four Episcopal Cathedrals, that this information had been compiled and had been given to the Bishop. The Bishop had asked each member for his/her personal recommendations. He will respond to the committee's work in an article in CROSSTIES. Bob feels the project still has considerable momentum for the Bishop and that he will move forward on reaching a conclusion.

Master Plan: Bob Smyth noted that work will begin on July 18.

Tom McCart then announced that he had been elected to the newly formed Board of Directors of the Endowment Fund of the Association of Anglican Musicians.

The Calendar for the coming month was reviewed.

As there was no further business, the meeting was adjourned.

Respectfully submitted,

Scott Lee
for the Clerk of the Vestry

MINUTES

MEETING OF THE VESTRY

CHRIST EPISCOPAL CHURCH

AUGUST 25, 1988

PRESENT: Bill Coke, Frances Corzine, Susie Davis, Wayne Glenn, Drew Goddard, Dale Grimes, Jane Hardy, Tom Kanaday, Dick Lodge, Sam Miller, Brad Reed, Sandy Sanders, Carol Thomas, David Waller, Lina Wellborn, Don Whitfield, Sharon Waddle, Tom Ward

The regular Vestry meeting opened with the review of the minutes. The minutes were approved and presented.

Don Whitfield gave the treasurer's report. Monthly and year to date facts were noted. A summary of the endowment fund followed. The McCurdy fund has a market value of \$1,509,000. Approximately \$841,000 representing 121% of cost of the investments is held in endowment funds in Chattanooga. There is a net liability to endowment of approximately \$129,000 representing the loans for Master Plan improvements as previously authorized. Funds due from the Diocese by way of capital funds campaign are currently being used to offset other expenses in the Master Plan. A breakdown of the portfolio for endowment (\$97,000) outreach funds shows an aggregate total of \$230,000 representing \$200,000 for the Diocese, \$3,000 for the University of the South, \$6,000 for theological education, and \$20,700 in the second year of five year pledge from Vestry for a supplement to capital funding of the Diocese.

The treasurer's report was approved and presented. It was then noted that Don and his family will be moving to Murfreesboro in August, 1988. His tremendous contribution to the church in his role as treasurer was acknowledged and the Whitfield family will be missed.

A review of statistics followed. A rise in attendance at the 8:45 A.M. service was noted to be consistent throughout the year warranting attention for orientation of future planning for services. Transfers in and out of parish were reviewed.

Tom Ward presented an outline ("Rector's time"). Tom again expressed his appreciation for the sabbatical time which he was provided. Staff transitions were reviewed. Donna Gafford will be leaving her position at Christ Church this August but will be continuing in various roles with the Diocese and Bishop in council. Tom McCart is to continue one quarter time through December 1988 with his focus being in liturgy and new member work. Gordon Peerman will be preaching one Sunday out

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of six. A search is underway for a new full time assistant.

Tom Ward made note of the fact that the 10:00 A.M. Eucharist on All Saints' Day, Sunday, November 6, will also be the culmination of our 1988 Every Member (Loyalty Sunday). Other details will follow in the Stewardship Report. Sunday, November 20, is the planned date for the Vestry election. Plans for the fall Adult Education class were reviewed.

A wonderful Catherine Snell dinner was then enjoyed by the members of the vestry.

COMMITTEE REPORTS:

Stewardship: Sandy Sanders presented a summary of the plans for this fall. Stewardship committee members include Drew Goddard, Nancy Scoville, Morgan Merrill, Walter and Ruth Crouch and Hill Granberry. The philosophy of the stewardship plan will be to reach target groups including newcomers to the parish within the last eighteen months. Statistically the population of a parish in the Episcopal Church in the United States will change 50% over five to six years. Ninety three new family units have entered Christ Church in the last eighteen months. Calls will be made on these new members for stewardship between Wednesday, October 27 and Loyalty Sunday, November 6. The goal will be to have a call made by a canvasser who both wants to make the call and is good at it.

The general parish population will be reached by mail regarding stewardship. Bulletin inserts are planned as well.

Nancy Scoville is preparing a packet of information to go to families with children in the Christian Education Program. The information provided is intended to bring stewardship education to the family level in the home in the form of four simple lessons through the month of October.

The Sunday, November 6, service has been planned as a celebration in recognition of our many gifts. A meal involving as many members of the parish as possible who can be in attendance after that service is being organized by Morgan Merrill and Catherine Snell. No formal speech will be presented at that festive occasion. That day will also be an appropriate time to formally celebrate our Rector's return from the sabbatical.

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COMMITTEE REPORTS:

Stewardship - continued

The importance of a year round stewardship program led by the clergy and vestry was discussed. Vestry participation in making the stewardship calls was urged. A "standing" or ongoing committee for continuity of stewardship year to year with longer range goals was mentioned along with the possibility of addressing stewardship formally in the Vestry Conference this winter.

Long Range Planning: Susie Davis outlined the highlights of the document prepared by the working group composed of Susie, Dale Grimes, Bob Smyth and Carol Thomas followed. The utility of goals to implement the Vestry mission statement and working group statement in the past was discussed. The outline was recognized as a draft subject to change serving as an outline to lead. Discussion followed regarding implementation of these goals. The values expressed were acknowledged as ones we hold important and measures for future reflection. Direction in implementation of the recommendations of the long range planning committee will come from the clergy and warden.

Diocesan: Brad Reed informed the vestry of interest at the Diocesan level for formation of an endowment foundation. Brad is drafting a response with the support of the vestry concerning our concern that any such efforts at endowment be based on theological concepts.

Bill Coke and Carol Thomas are accepting nominations for delegates to the upcoming Diocesan Convention at St. George's December 1-3. A purposeful approach to selection of delegates was encouraged. The Jr. and Sr. wardens will be delegates as part of our representation of five delegates and five alternates plus all clergy members. Nominations offered as delegates from the vestry include Susie Davis, Frances Corzine, Bill Coke, Dale Grimes, Carol Thomas and Brad Reed. Bill Coke was also nominated for Bishop and Council.

Master Plan/Property: Susie Davis presented a brief financial report noting that items were under budget and updating us on renovation progress in classrooms in the undercroft.

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COMMITTEE REPORTS continued

Outreach: A video tape of the home renovation for homeless individuals followed. Three men have now moved into the home and will be using 25% of their income to sustain their rent. This tape provided insight into the manual effort which went into the home renovation.

Church School: A training day and party for the Church School workers was held in August. Plans are underway for this fall.

Youth: Heather Patchett was welcomed as the youth committee chairman. She related her investigation of committee activity historically and ideally. The vestry is seen as a conduit to the youth for their parish life. Heather's goals and guidelines included activities for the youth in the church building as opposed to solely outside of the church, community service, and implementation of the goals through input from the youth. A retreat is planned for September 16 through 18. More than ten adults have expressed an interest in involvement with the youth at this level.

New Member: Jane Hardy reported a recent well received visitor's reception and response to calls of welcome to visitors and new members. The new members' list was reviewed by the vestry.

Nurture: Becky Rochford will coordinate Nurture foyer groups.

Sam Miller is leading the Stephen's ministry volunteers who completed their training this summer and are bringing back their information to the parish to implement this plan. A letter of explanation and recruitment will be going to the parish at large in August.

Childcare: The recommendation of the Childcare Committee report for a salaried, part-time coordinator was noted by the vestry. The finance committee will need to address funding for this position. The rationale and urgency for creating such a position was discussed.

A Vestry Retreat is planned for the upcoming weekend at St. Mary's in Sewanee.

Having then reviewed in part or whole fifty one pages of reports and information provided, the meeting was adjourned.

Respectfully submitted,

Dan S. Sanders, III

MINUTES

MEETING OF THE VESTRY

CHRIST EPISCOPAL CHURCH

SEPTEMBER 26, 1988

PRESENT: Bill Coke, Frances Corzine, Susie Davis, Carol Elam, Wayne Glenn, Drew Goddard, Dale Grimes, Jane Hardy, Tom Kanaday, Scott Lee, Dick Lodge, Tom McCart, Heather Patchett, Gordon Peerman, Brad Reed, Bill Rochford, Sandy Sanders, Bob Smyth, Pete Stringer, Carol Thomas, David Waller, Tom Ward

The regular Vestry meeting opened with a brief discussion of the issue of Warden elections. The Wardens and Clergy were making this recommendation to ensure continuity of the Diocesan Convention where Wardens are currently delegates of Christ Church. It was noted that Diocesan delegates were to be officially registered prior to October 1.

A review of the August minutes followed and they were accepted as presented.

The treasurer's report was presented by the chairman of the Finance Committee, Dick Lodge, who reviewed the balance sheets for revenue and expenditures.

Statistical data was then reviewed.

Bob Smyth presented the report of the Liturgical Committee noting that the second Sunday of this Christmas season would represent Peter Fife's thirtieth anniversary as organist and choir master. Gerald Near composed an anthem as a tribute to Peter at the time of his twenty-fifth anniversary. He has been contacted and is available for a second composition. The estimated cost is \$1,200 or \$1,500 if greater than three minutes in length. The Liturgical Committee proposed that the Vestry commission this anthem in commemoration of and with fondness and affection for Peter and Lois Fife and their life at Christ Church. This proposal was accepted unanimously by the Vestry. The Finance Committee will consider the most appropriate funding.

Next followed the Diocesan Committee report. Carol Thomas and Bill Coke have taken under consideration the delegate selection process. Inadequacies have been noted in the continuity of delegates regarding and understanding of and input of Diocesan affairs. The need for "intentionality" in the selection process was stressed. Christ Church has five lay delegates and five alternates and the junior and senior Wardens have been two of the delegates.

At this point a recess was called for a wonderful dinner prepared by Catherine Snell and discussion of the Warden and Diocesan delegate selection process was encouraged.

Following dinner a proposal was offered by Pete Stringer for the election of the Diocesan Convention delegates by plurality now and proposal of slate for delegate election in the years to come. The rationale offered was that there would be three years for evolution of participants to reach the level necessary for desired representation and a committee would be in place to ensure desired representation and a committee would be in place to ensure continuity. A discussion followed about the issues surrounding junior Warden election. Drew Goddard then moved that we elect a junior Warden at this time and vote for Wardens after the election of new Vestry members. The proposal by Drew Goddard passed and there was no Warden election. Subsequently it was moved to accept the nominations for delegate selection as posed for the slate which passed. This motion and selection process was in line with the Stringer recommendation and future delegate selection is under consideration.

The treasurer's report followed noting that Townes Duncan had accepted the nomination of treasurer for the church and there was a unanimous vote confirming his nomination to that position.

COMMITTEE REPORTS:

Master Plan: (Carol Elam) - September 8 - Frank Kacmarcik was present as a liturgical space consultant and stimulated consideration of a number of options. His comments have been taken under advisement. "Phase 1" of church renovation has reached completion. "Phase 2" begins with a consideration of the use of liturgical space and is only in an information gathering stage; no immediate recommendations are being made and all options will be presented to the Vestry. Other parts of "Phase 2" agenda included pricing for pieces of the plan for specifics including work in Cheek Hall. The full plan will be reviewed at the next Vestry conference.

Nurture: (Carol Thomas) The written report offered in August was reviewed. Vestry participation in foyer groups was invited and encouraged. The next parish weekend away is scheduled for April 7 through 9 at Montgomery Bell Park.

Next it was proposed by Pete Stringer that a letter be forwarded to the standing committee of Diocese going on record endorsing

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the election of Barbara Clementine Harris as the suffragan bishop of Massachusetts. It was noted that the standing committee of the National Church will be asked to endorse the recommendation. The rationale for endorsing her election was discussed and the recommendation passed by vote of the Vestry.

Stewardship: (Sandy Sanders) - Plans for the stewardship canvass are in progress and will culminate with the offering of pledges at the only service on All Saint's Day, 10:00 A.M., Sunday, November 6. A parish wide celebration will follow. Callers are being recruited to reach the homes of all the new communicants within the last eighteen months. Nancy and Stack Scoville have prepared four lessons for home use by church school families addressing stewardship. The congregation at large will be reached by mail concerning participation in stewardship this year.

Church School: (Bill Rochford) An August meeting of the Church School teachers for this year was led by Peg Newshouser addressing "Why Are We Here As Church School Teachers?" The meeting was well received. A second workshop followed in September prior to the opening of Church School. September 11 saw registration of 137 children between the age of 3 years and the 6th grade and subsequently 24 more have been added in childcare raising the total to 167 enrollees. Guidelines for operation ("rules of the game") are being formulated. The Church School Newsletter edited by Peter Bird has begun and was applauded by members of the Vestry.

Youth: (Heather Patchett) September 9 and 10 there was a Diocesan meeting at the church addressing adult interaction with the youth of the church. The Tumes (husband and wife) who serves as Diocesan coordinators led representatives of nine to ten parishes in this discussion. Subsequently a Christ Church meeting was held at Hillmont to plan the year for the youth groups. Heather related the excitement and enthusiasm of the youth regarding their participation.

Outreach: (Bill Coke) Both Diocesan and monthly reports for Outreach were reviewed and there was a brief discussion of the future of the "Room at the End" program.

New Member: (Jane Hardy) The report was written and the visitors list was reviewed.

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Rector's Time (see outline of agenda) There was a discussion of issues in follow-up of the Vestry retreat. Points made included the flexibility/adaptability of the Rector's role, the importance of lay leadership particularly as committee chairman, and the implications of the institution of the Stephen Series. Use of the long range planning document was stressed.

A search was underway for another full time clergy member. Efforts in this search were described. Scott Lee's report as the assistant to the Rector for administration followed. Mary Louise Himmiter has been hired as the part-time coordinator of childcare (noting no new budgetary allocation necessary). 4:00 P.M. on Friday will be the deadline for entries to the bulletin. An update of existing church records is in progress and new capabilities are available for selection and characterization by individuals and groups. Personnel management and staffing is becoming an increasingly large issue both in terms of administrative and considerations and budgetary requirements and will require an increasing amount of attention.

The Very Reverend John Booty is leading a discussion of Anglican Spirituality in the adult education group through the Sundays in October.

A smooth transition into the three service schedule was described. The issue of communion stations at 8:45 followed and it was noted that this issue remains in its formative stages. An ad hoc group addressing the organization of services, time, etc., on Sunday mornings is being called together and anyone interested in serving should contact Tom Ward.

With no further business on the agenda, the meeting was adjourned.

Respectfully submitted,

Dan S. Sanders, III

MINUTES

MEETING OF THE VESTRY

CHRIST EPISCOPAL CHURCH

OCTOBER 24, 1988

PRESENT: Bill Coke, Frances Corzine, Susie Davis, Townes Duncan, Carol Elam, Wayne Glenn, Drew Goddard, Dale Grimes, Jane Hardy, Sharon Hels, Scott Lee, Dick Lodge, Sam Miller, Brad Reed, Bill Rochford, Sandy Sanders, Pete Stringer, Carol Thomas, David Waller, Lina Wellborn, Tom Ward

The regular Vestry meeting was held October 24, 1988 and opened with a progress report to the Vestry from the Master Plan Committee by Carol Elam. The committee members are Bill and Fletch Coke, Bob Smyth, David Waller, Frances Corzine, Scott Lee, Gina Lodge, Susie Davis and Ben Page. A flow sheet and report accompanied this presentation outlining progress in addition to approximately \$55,000.00 already spent on organ repairs. \$44,298.89 represents the cost to date; 75% of this amount represents "deferred maintenance." Eight items are outlined in order to complete the plan as it currently exists. Work which has been done addresses the overall safety and maintenance of the structure and not only the appearance and decoration. The role of the liturgical consultant was discussed and continues to be reviewed. The question of funding and timing for the further items in the Master Plan followed and noting it is not the task of the committee to address funding for the program. An enlightening discussion followed on the merits, options, priorities and realities of the maintenance and operation of the church versus programs in outreach outside the walls. The hard and productive work of the Master Plan Committee was acknowledged and is much appreciated by the Vestry.

After recess for dinner, the minutes were reviewed and then approved as corrected. Townes Duncan presented the treasurer's report noting the current state of expenses and revenues. The canonical requirement for an audit was discussed and is on the agenda of the Finance Committee and Senior Warden. Treasurer's report was seconded and approved as submitted. A review of statistics followed thereafter. There are seventeen members in the Inquirer's class led by Sam Miller. The need to introduce ourselves warmly to newcomers (both known and unknown) was stressed.

Dick Lodge presented the names of the eleven nominees for the Vestry including E. Allen, P. Byrd, A. Burbank, D. Cheek, T. Clark, D. Goddard, H. Johnson, M.A. Kernan, N. Scoville, L. Spencer and C. Todd. The Vestry elections are being organized and coordinated through the efforts of Carolyn Goddard. Parishoners will vote for five new members on Sunday, November 20.

COMMITTEE REPORTS:

Stewardship: (Sandy Sanders) - A dinner for individuals making calls to parishoners who have joined Christ Church in the last eighteen months will be held Wednesday, November 26. The group to be called represents 91 family units. Individuals will be making two calls at the most. Further details of the canvass were outlined.

Outreach: (B. Coke) - The Rev. Richard Kew will speak to the adult class on November 20 about the Society for the Promotion of Christian Knowledge. The Outreach committee recommends that the Thanksgiving offering be to the SPCK; the proposal was accepted by the Vestry.

Church School: (B. Rochford) - The highlights of a written report on the activities surrounding the Church School were noted. Lowell and Carol Anthony are coordinating the Christmas pageant. A recent meeting of the Church School teachers took place at Dubose. Recommendations are coming for classroom renovation from the Church School teachers. Plans are underway for a Eucharistic instruction program each fall and spring. 155 children from 85 families are registered in Church School.

Youth Committee: (Miller and Patchett) - The senior EYC is active and attendance is up. The Jr. EYC and Sunday morning high school age classes are also active. The Youth Committee is undergoing a structural reorganization. Frances Eagle, Edgar Allen and Carol Thomas are serving in support of Heather Padgett's chairmanship.

Finance Committee: (Lodge) - November 16 is the date for budgetary hearings of the Finance Committee with the results being presented at the December 19 Vestry meeting.

New Member: (Hardy) - Issues of identifying newcomers were further discussed.

There are sixteen committees to be heard from and further input was invited at this time.

Rector's Time - The Vestry Retreat is planned for St. Mary's in Sewanee January 14. The Reverend Cory Randall from California will be present. He has a strong background in the Old Testament and will be leading us in the foundations of stewardship within the church as we address this issue as a Vestry.

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Jane Hardy and Dale Grimes are serving with the Rector to investigate the function of small groups within the parish. The Sunday, October 30, adult class will serve as a further forum to discuss this matter.

The Stephen Ministry has completed four to ten sessions after their initial September retreat. A retreat will be held at the end of the training program as well. Seven individuals have been identified and are training in this ministry. The history of the organization and activity of the program was reviewed. Sam Miller is further researching the best role for those individuals previously working in lay pastoral care to continue optimal use of their talent.

The Christ Church All Saint's Festival will be held November 6 and invitations have gone out.

The status of the search for a full time clergy assistant was reviewed. Ann Stevenson will be visiting Christ Church between November 5 and 7.

Scott Lee presented information as the assistant to the Rector for administration. For the November 28 Vestry meeting, November 20 will be the deadline for reports to be submitted for dispersal prior to that meeting. Friday, November 18, will be the deadline for the bulletin due to the Thanksgiving holiday. The time and talent sheets have gone out and a good return is already underway. Scott is concentrating on an analysis of the configuration and job description of the staff and respective needs and cost.

Volunteers have come forth for the "Sunday morning schedule assessment." Efforts of this group began after the first of the year.

Committee chairpersons were asked to give consideration to their current activity and any recommendations for future involvement and changes as the current Vestry completes its term.

The schedule for November was reviewed.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Dan S. Sanders, III

Total pages of reports: 29

MINUTES

MEETING OF THE VESTRY

CHRIST EPISCOPAL CHURCH

NOVEMBER 28, 1988

PRESENT: Donna Cheek, Teddi Clark, Bill Coke, Frances Corzine, Susie Davis, Townes Duncan, Wayne Glenn, Drew Goddard, Dale Grimes, Jane Hardy, Sharon Hels, Hal Johnson, Tom Kanaday, Mary Anne Kernan, Scott Lee, Dick Lodge, Tom McCart, Sam Miller, Heather Patchett, Gordon Peerman, Brad Reed, Sandy Sanders, Carol Thomas, David Waller, Tom Ward, Lina Wellborn

The regular Vestry Meeting was held on November 28, 1988 beginning with an introduction of the members newly elected to three year terms effective January 1, 1989 (Drew Goddard, Teddi Clark, Mary Anne Kernan, Donna Cheek and Hal Johnson). These members were welcomed and members completing their terms December, 1988 include Frances Corzine, Brad Reed, David Waller and Lina Wellborn. Drew Goddard has completed the unexpired term of one year but will be beginning a three year term.

Next followed the treasurer's report and discussion of related questions. Noted was the fact that the plate offering (checks) is \$10,000 behind the yearly budget prediction. Pledges are currently 94% of the amount to date budget. Expenses are running very close to those predicted. Operational cash reserves have been "dipped into" to cover several other expenses. The discussion which followed reviewed the collection of revenues, payment of expenses and intention of the budget to be tightly allocated (a design which has been met). The task now is to account for allocation to balance the annual budget. A cash asset surplus is no longer carried forward year to year. The treasurer and Finance Committee are paying close attention to these questions. The report was "received," seconded and affirmed.

Statistics: 585 persons attended the All Saint's Day Festival. A list of those baptized and confirmed was reviewed. "True visitors" are arbitrarily defined as those from outside greater Nashville as opposed to "other visitors" who are viewed as potential members. Trends note decreasing attendance at 7:30, increasing attendance at 8:45 and minimal change at 11:00. An examination of Sunday morning scheduling issues is anticipated in the future. A census of Wednesday night attendance was suggested.

In nomination for Senior Warden, Bill Coke was nominated and unanimously elected.

After dinner, nominations were entertained for Junior Warden. Sandy Sanders and Dale Grimes were nominated. Dale Grimes was elected Junior Warden for 1989. Townes Duncan was elected treasurer by acclamation and Hal Johnson was elected recorder. It was noted that Wardens need to be members of the Vestry but other positions can

be filled by non-Vestry members.

Robert Linear from Clarksville died three weeks ago of leukemia. He had attended Christ Church and found a home here. Sam Miller represented the parish and related the appreciation of the family to Christ Church.

The Outreach Committee recommended that the Christmas offering be designated to FOCUS to assist AIDS patients unable to work but attempting to maintain their residences. The recommendation was seconded and accepted.

COMMITTEE REPORTS:

Finance: The Finance Committee will be holding another round of hearings December 13 regarding the upcoming 1989 budget. The budget will be presented to the Vestry December 19, 1988 along with possible considerations. It was estimated that due to the growth and multiple interests of the parish, the requested funding of programs may exceed the financial resources available thereby necessitating some choices for the Vestry regarding fund allocation. The 1989 budget will be voted on by the current Vestry if it is to be adopted at the December meeting. Other alternatives for adopting the budget were discussed. It was moved by Dick Lodge of the Finance Committee that \$5,200 of Tom McCart's current salary (already paid) be designated as a housing allowance and the motion passed.

Outreach: (Coke) On December 25 a meal will be served to homeless from approximately 11 A.M. to 12:30 P.M. and workers age 8 and up are invited to help. Christmas baskets for families need delivery. These families have been identified by N.E. Stevens at St. Luke's. The Thanksgiving offering was estimated at \$1,700 and has been designated to the Society for the Promotion of Christian Knowledge. Peanut butter continues to be collected for the Second Harvest Food Bank. The previous director has resigned and a new director has been appointed and is currently active.

Master Plan: (Coke) Terry Eason, an Episcopal architect and liturgical consultant, was recently present and very favorably received by representatives of the parish. It is estimated that his fee would be \$12,000.

Stewardship: (Sanders) Three weeks after Loyalty Sunday, 281 pledges have been received totaling \$462,000. Walter Crouch is coordinating the efforts to complete the follow-up with the mailing then a telephone campaign. Responses from

the newcomers called varied dramatically and information is being compiled to better understand how to reach newcomers.

A resolution is being brought before the Diocesan Convention from the working committee on stewardship. Of the five resolutions, the second deals with the need for nominees to Bishop and Council to sign a statement indicating that they are or will be tithing within three years. The intent and discussion on the committee about these resolutions was shared with the Vestry.

Youth Committee: (Patchett) Questions continue to arise about Sunday morning offering for youth. Donna Cheek reported attendance of seven to twelve individuals in the 7th and 8th grades per week in her class. The individuals present are from different schools and the difficulty in building community is seen as an issue. Involvement of non-parent adults was invited.

Diocesan Committee: (Coke) Bill Coke has been nominated for Bishop and Council. Dick Lodge has been appointed assistant treasurer for the Diocese. The Christ Church pledge to the Diocese was discussed.

New Member: (Hardy) (Written Report) Of special note is the new pictorial directory planned for January of 1989. It is asked that Vestry members sign up early in the directory process.

Rector's Time - Anne Stevenson has been extended an invitation to become our new Assistant Rector. She has responded affirmatively but details must be resolved before her acceptance can be formalized.

Scott Lee reported as the Assistant of the Rector that an "ideal candidate" for the position of full time property manager has been identified and his hiring only awaits funding of the new budget. Patsy Hargis will be leaving December 12, 1988 to return to nursing. A replacement as receptionist is being sought.

The investigation of community and the role of small groups continue. (See Grimes written summary report)

The Vestry Conference will meet Friday, January 13, 1989 at 6:00 P.M. until 12 Noon, Sunday, January 15, at St. Mary's with a focus of "Stewardship As A Way of Life." Cory Randall will be the guest leader.

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The upcoming calendar was reviewed.

With no further business the meeting adjourned.

Respectfully submitted,

Dan S. Sanders, III

Total pages of reports: 19

MINUTES

MEETING OF THE VESTRY

CHRIST EPISCOPAL CHURCH

DECEMBER 19, 1988

PRESENT: Donna Cheek, Teddi Clark, Frances Corzine, Susie Davis, Carol Elam, Wayne Glenn, Drew Goddard, Jane Hardy, Tom Kanaday, Mary Kernan, Scott Lee, Gina Lodge, Sam Miller, Gordon Peerman, Heather Patchett, Brad Reed, Bill Rochford, Sandy Sanders, Bob Smyth, Peter Stringer, Carol Thomas, David Waller, Tom Ward

The regular Vestry Meeting was held on December 29, 1988. Tom Ward began with the announcement that Ann Stevenson has accepted the full time position as Assistant Rector. She plans to be present at the Vestry Conference and on staff full time March 1, 1989.

The minutes of the November meeting were reviewed and accepted.

A review of the statistics followed with attention to the discrepancies between the actual church roles and the information enlisted in the computer printouts of parish information. The actual rolls are official and efforts to update the information in the computer files continues (i.e. as regards college students). The treasurer's report was presented by Brad Reed noting the lag in collections which is expected to be fulfilled by the end of the year. The treasurer's report was accepted.

The report of the Finance Committee on the 1989 budget was next presented by the Finance Committee chairman, Gina Lodge. Members in attendance and working on the 1989 budget have included Brad Reed, Tom Ward, Bill Coke, Scott Lee, Dick Lodge, Townes Duncan, Tom Kanaday and Gina Lodge. Hal Johnson attended the most recent meeting in its entirety. The information was presented in its working form and a firm budget will be presented for approval in place at that time.

The budget worksheet was next reviewed. After preliminary questions, the meeting adjourned for a festive Catherine Snell dinner.

An extensive review of the budget followed. Of note is the fact that the practice of carrying forward available cash into future years planning is no longer practiced intentionally. All anticipated income is budgeted by design for incorporation into the church's work in a given year. Budgeting has aimed to be more accurate and eliminate "surplus." This goal has been achieved.

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Using estimated pledges for 1989 to be \$580,000 when combined with other sources of revenue the total available revenue for 1989 is estimated at \$787,053. Proposed budgetary expenses currently total \$856,274. \$69,221 must therefore be reconciled in the budgetary planning for 1989.

Issues taken into consideration included the process for approval of position compensation packages for staffing. The importance of communicating budget information as well as the general working of the church to the parish at large was also stressed. Staffing will have to be reconciled to available revenue. Considerable discussion surrounded these points. Tom Ward referred us to the long range planning document as a guide in all our considerations. He next addressed the concept of the "catechumenate" as a means of "solidifying" our growth to make it real." Tom then pointed out relative to our discussion of priorities as a church the prospectives he shares which include:

- (1) Worship in Liturgy
- (2) Educational/spiritual formation
- (3) Conversion ("a life long process")

The importance of growth within to help the growth of those who join us was noted.

Sandy Sanders presented an update of the results of the current stewardship canvass. As of December 19, 1989, 356 pledges have been received totaling \$547,171. The average pledge remains essentially the same in 1988 at \$1,533. Thusfar 47 pledges made in 1988 have not been reconfirmed for 1989. 77 pledges have increased in amount and 25 decreased. A "guestimate" of pledge revenue for 1989 predicts that the \$580,000 currently considered by the Finance Committee as pledge revenue may well be exceeded to \$600,000 - \$620,000 if previous trends are met.

Gina Lodge invited and requested the input of the Vestry and church members in these budgetary matters. The next meeting of the Finance Committee is planned in early January.

The Finance Committee next offered two resolutions. The first was that the local firm of Scott and Anderson who have bid between \$2,500 and \$3,000 for the church audit. Such an audit is in the Diocesan regulations. This resolution was seconded and passed by the Vestry.

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The second resolution of the Finance Committee was:

RESOLVED that gifts and memorials over \$25.00 be utilized to fund an operating reserve of \$20,000. When the operating reserve reaches \$20,000, gifts and memorials over \$25.00 will then, as approved by the Vestry in April, 1988, go to the building endowment.

FURTHER RESOLVED that the Vestry restates its decision that legacies and bequests, unless otherwise restricted, shall go to building endowment.

The rationale for this second resolution notes that pledging is seasonal and cash reserves may be temporarily depleted. This resolution would fund a reserve account for such situations. The reserve would be refunded when resources were restored. The motion was seconded and approved.

COMMITTEE REPORTS:

Church School: (Rochford) A written report was submitted and a copy of the newsletter shared.

Building: (Waller) The boiler used in heating has developed problems. Options include a \$3,000 repair or a \$13,000 replacement. David Waller strongly recommended replacement. Work is to begin after December 25, 1988 and will be funded from the building reserve. The recommendation was accepted.

New Member: (Hardy) Sign up for the pictorial directory continues.

The upcoming schedule was reviewed noting that the Vestry Conference will be held at St. Mary's January 13-15, 1989. The schedule of Christmas services was noted. The next Vestry Meeting will be January 23, 1989.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Sandy Sanders

Total pages of reports: 28