



**St. Timothy's Episcopal Church
Vestry Minutes
March 16, 2015
6:30 pm
Room 13 (Downstairs)**

Present

Dave Head, Jr. Senior Warden
Joe Johnson, Buildings and Grounds
Blake Murchison, Evangelism
Uno Avisto, Administration
Sharon Hamrick, Treasurer
John MacCoon, Outreach
Tonda Rawls, Parish Life
Scott Gaskill, Junior Warden
Cathy Pyron, Worship
Dan Durant, Pastoral Care
Leigh Althaus, Stewardship
April Elkovitch, Christian Education
Derrick Hill, Rector

Absent:

Sarah McKenzie, Clerk
Robert Hartmans, Assistant to the Rector (at Josh Gables eagle ceremony arrived at 8:15)

Opening Prayer Dave Head opened the meeting with a prayer.

Staff Highlight Jenna Haines, Communication Manager, provided a summary of her job duties to the Vestry. Jenna will help the Vestry members publish articles in the Signal for their area of Ministry in the month they are the focus. She is also putting together a visitor packet that will include information on all aspects of St. Timothy's. Jenna is also trying to add more digital ways to get in touch with people. A virtual visitor card that instantly sends to Jenna, has been added to the website and a guest book has also been added so people can leave comments.

Introductions The Vestry introduced themselves to Derrick.

Meditation for Vestry Meeting Tonda Rawls attended the Women's Retreat this year. The discussion was Spirituality of the Psalms. A handout was distributed with Psalms that were read at the retreat. The book is Spirituality of the Psalms by Walter Brueggemann.

Approval of Minutes Dan Durant moved to approve the minutes from the February 2015 Vestry meeting. Scott Gaskill seconded and the motion passed.



Treasurer's Report Sharon Hamrick discussed the year to date balances. The pledge balances are very close to the budget for the first two months of the year. Expenses seem high due some things having to be caught up after the budget was passed. Admin expenses were high due to the HSA accounts being caught up. Almost at exactly breakeven at this point. April Elkovitch moved to approve, Joe Johnson seconded and the report was approved.

Items for Decision & Discussion

A. Establishment of Rector housing allowance and utilities: A motion was discussed to add the detail of the portion of total compensation that comprises the housing and utility allowance to the Rector's Letter of Agreement which was approved in the February minutes. This is a non-taxable portion that must be approved every year. The amount is capped by the IRS so it is not greater than the fair rental value. A Housing/Utilities Allowance Table was passed out for review. This does not affect the total compensation.

Motion #1 A motion to add the detail of the portion of total compensation that comprises the housing and utility allowance of \$33,000 to the Rector's Letter of Agreement as long as it meets all IRS guidelines. Scott Gaskill moved for approval and Uno Avisto seconded and the motion was approved.

B. Annual adoption of diocesan *Policies and Procedures Manual for Dealing with Sexual Misconduct* with motion to approve.

Motion #2 A motion to approve the adoption of the Diocese of East Tennessee's Policies and Procedures Manual for Dealing with Sexual Misconduct and the Diocese of East Tennessee's Policies for the Protection of Children and Youth from Abuse for St. Timothy's Episcopal Church. (See attached resolution from the Diocese) Dave Head moved to approve and April Elkovitch seconded and the motion was approved.

C. **Transition committee update:** Scott Gaskill, chairman of the Transition Committee updated the Vestry on the activities of the committee. 260 people attended services Sunday. The reception was not catered. People wanted to help and bring food. Transition committee is still working. Derrick appreciated the book of Parishioners. It will be reprinted and put on the monitor. Donations of a bed and a couch were received. The kitchen at the house has been stocked and the Young at Heart group is delivering dinners this week. Today Search and Transition Committees came to lunch before the staff meeting to meet Father Derrick. Father Derrick was presented with a big welcome basket. The whole community wanted to welcome Derrick so there were many donations. 25 local businesses donated to the basket. The Tea for Beverly is this Saturday and Derrick's light reception on Sunday. We will have a larger reception after the holidays with his installation.



- D. **2015 Staff and SWEEPSA Directory** Dave Head passed out the new directory. It will be passed out to the staff tomorrow and will go on the website.

SWEEPSA FOCUS for Vestry Meeting – Inreach Tonda Rawls shared that \$400 was made on the Pancake Supper. \$200 was donated to EYC. It was well attended and went very well. There will be an Easter Brunch in April followed by an Easter Egg Hunt. Jennifer and Patrick will be catering. We will do a mix this year, sometimes catered and sometimes people will bring food. On April 18th there will be a progressive dinner. Patrick already has houses lined up and the menu set. It will start in the Parish Hall for Social Hour, then go to houses for the main meal, then back to the church for dessert and coffee. Child care will be available at the church. WOST will not have their progressive dinner. They will do it in the Fall. Breakfast will stop when Christian Ed stops.

Rector's Comments Father Derrick shared how overwhelming it all has been in such a positive way. Everything has been so welcoming. Derrick thanked everyone for what has been done and what continues to be done. When there is ministry focus Derrick wants to sit down with the liaison and discuss and develop mutual ministry.

Robert announced that Joshua Gable is officially an Eagle Scout. He thanked everyone for the funds to have Keith continue to do the wonderful work she is doing. Robert will be on retreat this weekend at St. Paul's for Christian Education. It is 6 to 9 on Friday and 8 to 3 on Saturday. It is free of charge and everyone is welcome.

Wardens' Reports

Jabus Braxton interviewed someone for the part time sexton position. He has done the job at St. Paul's. Hours will have to be figured out and how it will work with Gentry. The rose window will try to be installed the week after Easter. There are several more windows to do and many people want to donate.

Other Business

John Maccoon has applications for the Met Min Golf Tournament. Leigh will schedule Young Electric to fix the parking lot lights.

Meeting adjourned at 8:30.

Addendum to March 16th Vestry Agenda

March 15th

2nd Sunday in Lent

8:00 a.m. Rite I – Chapel



9:30 Christian Ed
10:30 a.m. Rite II – Nave
Lockup: Althaus

March 16th
Vestry Meeting

6:30 Room 13

March 22nd
3rd Sunday in Lent

8:00 a.m. Rite I – Chapel
9:30 Christian Ed
10:30 a.m. Rite
Lock-up: Elkovitch

March 29th
Palm Sunday

8:00 a.m. Rite I – Chapel
9:30 Christian Ed
10:30 a.m. Rite II – Nave
Lockup: Head

April 5th
Easter

6:30 a.m. Rite I – Chapel
10:30 a.m. Rite II – Nave
Lockup: Johnson

April 6th
Vestry Officers
5:30

April 12th.
8:00 a.m. Rite I – Chapel
9:30 Christian Ed
10:30 a.m. Rite II – Nave
Lockup: Avisto

April 13th
Vestry Meeting
6:30 Room 13