



## **St. Timothy's Episcopal Church**

### **Vestry Minutes**

**February 8, 2016**

**6:30 pm**

**Room 13 (Downstairs)**

**Present:** Sarah McKenzie, Derrick Hill, John McCoon, Nancy Ruby, Uno Avisto, Cathy Robbins, Chip Langley, Judith Miller, Tony Hullender, Dan Durant, Cathy Pyron, Bill Chimley, Blake Murchison

**Absent:** Tonda Rawls

We opened with prayer.

**Staff highlight:** None

**Consent agenda:** Minutes and financials. A typo error was corrected in the minutes. Sarah McKenzie moved to approve and Uno Avisto seconded. All approved.

**Visioning focus** – none for February

There was discussion of the **mission statement**. Cathy Pyron has sent out a copy of the parish profile for us all to look over, as a guide to help with creating a mission statement for St. Timothy's. John McCoon stated that several people have given positive feedback for the statement "St. Timothy's, the church that feeds people in body, mind and spirit." Dan Durant stated that this statement is in keeping with our large pastoral care ministry. John McCoon stated a mission statement is the statement of who we are as a church, and all goals grow from that. It was agreed that this statement should be present everywhere. The visioning focus of Vestry meetings will come from our mission statement.

The **ministry directory** updates will be emailed to Sarah McKenzie. John McCoon reminded us all to check the website as part of this update, to make sure it is updated as well.

### **Items for Decision and Discussion:**

**Capital needs assessment (proposal)** - Now is the time to move on these projects! The design proposal we have gotten is from Bill Wilkerson, from DH&W

architectural firm. Using an architect will allow us to do these improvements in the most comprehensive manner possible. This proposal is to give us options before we start a capital campaign drive. It was agreed that we want to make sure that the improvements made will not need to be changed again for a long time.

Proposals:

- a. Caulking of the roofline and windows to stop water leakage, with painting.
- b. Parish Hall improvements, with emergency stairs. This should be more than a safety improvement, it should improve the function of this space. John McCoon voiced that we should NOT delay safety improvement to allow a grander renovation of the Parish Hall space. Uno Avisto stated that it might be better to create any new space as an indoor space, instead of a deck.
- c. Upstairs mens/family bathroom – more space is needed for this! It may be that we utilize some of the space of Fr. Derrick's office.
- d. Elevator - finding a space for this is problematic. The area near the stairwell closest to the Nave has a storm drain, preventing placing it here. Bill Wilkerson is working on this.
- e. Reredos screen – these would hide the sacristy doors, and make the altar space more intimate. The improvements to this area will also make Altar Guild's job easier.
- f. Nave sound study – there are issues with understanding spoken word in the Nave. Bill Wilkerson has recommendation to use Tom Trask with Newcomb and Boyd in Atlanta.
- g. Lighting in the Nave

Dan Durant moved that we enter into the design proposal agreement. Chip Langley seconded. All approved with one abstention. The funds to proceed will come from capital reserves. We will need to form a committee to be the sounding board with the architect, and to start the fundraising process.

**Associate rector** – Fr. Derrick Hill has elected not to do a national advertisement for this position, but instead has engaged in private conversations with candidates from our region. He has interviewed a current associate in our diocese, who prefers to remain an associate. He also formed a committee of delegates to the convention to interview this person. He has asked to keep the name of this person off the record for now, but would like to offer this person the position. The compensation package is within our budget.

Discussion about this person was very positive, particularly regarding pastoral care and preaching.

Uno Avisto moved to allow Fr. Derrick Hill to offer the position to this person. Sarah McKenzie seconded, all approved. All also approved allowing this person to stay in the rental house temporarily.

**Stewardship** – Fr. Derrick Hill stated that a number of the outstanding pledges have come in. 25 of the 40 outstanding pledges are automatic drafts that are continuing. He does not have a call list prepared for members of the Vestry to call about, that will likely be ready later in the week.

**Report on the Convention of the Diocese of East Tennessee** – Fr. Derrick Hill stated the convention was wonderful and refreshing. He stated that he feels the diocese has a bright future. He does not yet have an official report.

**Signal revamp** – We are going to start renting a color copier this week, which will only cost an additional \$11 a month than the current copier in rental fees. The new format for Signal will not start until this summer.

**Treasurer report** – Nancy Ruby passed out the current report, and a summary of 2015.

### **Rector's report:**

1. "Church app" - This is an app that will help with access to the directory, and also with communication in the church. We will hopefully have this available in a month.

2. Vestry thank you cards – Fr. Derrick Hill pointed out that we have people in the church who go above and beyond in their service to the church. We need, as a Vestry, to start signing thank you cards to send to these people every month.

### **Warden's Report**

1. The reserves – Sarah McKenzie passed out a report on current reserves. Unrestricted reserves have jumped noticeably in the last 3 years. This demonstrates that we are in good shape to proceed with needed repairs to the church. The capital campaign that is planned can repay these reserves. The restricted reserves are under endowments; some of these may be available for buildings and grounds. On This Rock is a true endowment, which means only interest can be used.

2. Communication – John McCoon brought up that communication to Jenna needs to be kept up, to allow her to use social media effectively. Please send her not just information, but also pictures and videos as much as possible. She can do a lot with raw materials! Dave Head would be a good resource for filming video. Jenna will come to talk to use about this more soon.

**Other business** – none

**Meditation for Vestry Meeting** – Night Prayer (a New Zealand version of Compline)

The meeting adjourned at 8 pm.