

**Vestry Minutes**  
**St. Timothy's Episcopal Church**  
**March 29, 2011**

**Present:** Shawn Murphy, Rev. Michael Carney, Whitney Thomas, Ann Pontius, Bruce McCrea, Nancy van Hall, Bob Rushforth, Patty Lewis, Nick LeCuyer, Mary Carr, Bill O'Melia

**Absent:** Simon Caddick, Kent Wagner

**CALL TO ORDER:** 7:03 p.m.

**SPIRITUAL REFLECTION:** Fr. Rev. Michael led the Vestry in a discussion the Collect for Monday of Holy Week from the Book of Common Prayer.

**AGENDA ADJUSTMENTS:** Delete shed plans from New Business; Add Marketing Committee report to Committee Reports

**APPROVAL OF MINUTES**

February 22, 2011 : Approved as is

**CALENDAR REVIEW**

March 30	Lenten Supper - Vestry provided
April 3	Celebration for Sandy Blake
April 10	Stations of the Cross - 4:00 p.m.
April 12	Godly Plan Demonstration 7:00 p.m.
April 20	Tenebrae 7:30 p.m.
April 21	Maundy Thursday 7:30 p.m.
April 21-22	The Watch starts with completion of the Maundy Thursday service and ends at noon on Good Friday
April 22	Good Friday 12:00 p.m. and 7:30 p.m.
April 23	Easter Vigil 8:30 p.m.
April 24	Easter 7:45 and 10:00 a.m.
April 26	Vestry Meeting

**TREASURER'S REPORT**

Summary by Shawn Murphy. Things are still on track for 2011. Income is greater than expenses. Expenses are less due to the shortness of the month.

## **COMMITTEE REPORTS**

### **Finance Committee:**

- 1) Reviewed Youth Center Plans with a presentation by Bill O'Melia, general contractor.
- 2) Mortgage refinance had been approved with a fixed rate as of day of closing. Rate will be fixed for 10 years with a 20 year amortization.
- 3) Finance committee is beginning work on a cash reserve plan based on a model plan "Liquidity, How much is enough?". They will take several months to work on each section of the plan and should have a recommendation by June of this year.

### **Marketing Committee:**

Web site is ready and should go "live" by Easter. The committee needs a new chairman and new member as several members will be rotating off. Mickey Jackson will maintain the site. Staff and Ministries will update information.

## **UNFINISHED BUSINESS**

**Vestry Notes:** Vestry notes are done monthly for the Epistle. Each member will take a month. Shawn Murphy will prepare a schedule. Deadline is the last Monday of each month.

## **NEW BUSINESS**

### **Drennen O'Melia Youth Center Plan**

Bill O'Melia, general contractor, presented a financial plan and line item cost for the plan. It is expected that many of these costs will be reduced or covered completely by donations from vendors and suppliers.

Jen Darling, professional fund raiser, is helping to formulate a plan to raise funds to cover costs, targeting the community, friends, and the church family if they wish to be included. This marketing campaign includes a letter and video for vendors and others who might be interested. Her goal is \$100,000. This will cover the building costs, furniture and seed the implementation of future programs for the youth center. There is a facebook web site which Shanda and Rev. Michael are working with.

All labor will be done at no cost with volunteers and community help.

HVA, electrical, plumbing, and granite will all be subbed out.

No work will be done until costs are covered for that work.

It is the plan to keep the church informed about ongoing work . Even though funding is

not coming from the church, the church family can contribute and volunteer.

After Mr. O'Melia's presentation, the Vestry went for a walk through of the area to get a clearer view of the plans.

### **Associate Severance Pay**

Rev. Michael recommended the Vestry approve paying our Associate her full salary (pay and pension) through April.

Motion to that effect was made and seconded.

Motion approved unanimously.

### **Memorial Fund Expenditure**

The Altar guild needs to cover several tables with glass. The funds for this would come from the undesignated memorial funds. The cost would not exceed \$350.

Motion to that effect was made and seconded.

Motion was approved unanimously.

### **Convention Delegates**

St. Timothy's allows 6 lay delegates and clergy to attend convention. Volunteers from the Vestry are needed. Convention is in Grand Junction October 6 -8. Shawn Murphy is interested. If others are interested, please contact Shawn or Rev. Michael.

## **CLERGY AND WARDEN REPORTS**

**Rector's Report** - see attached

**Senior Warden Report** - see attached

Reports were reviewed and accepted.

### **Junior Warden's Report**

Parking lights and sign are repaired -Lindsay Leaman

Boy Scouts want to build a shed 10 by 12 with a privacy fence. There is a possibility that the church will be building one next to it. Current shed will be removed. When plans are finalized, they will be presented to the Vestry for approval.

Photo directory is almost ready to be printed.

Two lights on left side of the church were repaired - Bob Fullerton

**EXECUTIVE SESSION – Personnel Discussion**

Motion was made for the Vestry to go into executive session.  
Motion passed unanimously.

**ADJOURN: 9:56 p.m.**

**Respectfully submitted,  
Patricia Ann Lewis,  
Acting Clerk of the Vestry**