

## St. Helena's Episcopal Church

### Vestry Meeting Minutes

November 20, 2018

**Vestry Present:** Julie Vickery, Tommy Mathews, Linda Lee Gatell, Erin Barton, Karen Medina, Paul Johnson & John Howe

**Vestry Absent:** Fr. David Read, Anne Rea, Jasen Hart, Mark LittleStar, Cindy Erickson & Brian Topper

**Clergy:** The Rev. David G. Read

**Staff/Treasurer:** Ron Tribo and Ann Shorter

**Visitors:** None

**Call to Order:** 6:36 p.m.

**Opening Prayer:** Tommy Mathews

**Minutes:** Approved by Vestry consensus.

#### Rector's Time

- Will resume in December.

#### Senior Warden

- **Vestry Openings:** Four spots to fill. Please send nominations to Tommy Mathews. A slate will be created and submitted before the Parish to vote and approve.
- **2019 Stewardship Update:** As of 11-20-18, the total number of pledges received to date is 196, an increase of 17 from last year. The total dollar amount of pledges received to date is \$868,791.00, an increase of \$94,693.00 from last year. The number of new pledges received this year is 43. The number of received pledges that represent an increase is 70. The total outstanding pledges for this current year is \$135,249.24; therefore, be reminded to fulfill your 2018 commitments before year end. The Vestry made follow-up calls to those who gave this year, but have not committed to next year.
- **Church Van/Bus:** Presented by Ann Shorter. The church will seek to purchase a 2018, 24' Ford E450 Allstar bus with 3,200 miles. Due to its size, drivers are not required to have a Commercial Drivers License. The Seniors and SHEEP will contribute toward the purchase of the bus and Frost Bank will handle the financing. The bus will be utilized by the church and school. Motion: Julie Vickery 2<sup>nd</sup>: Karen Medina Adopted: Unanimous

#### Subcommittee Meetings/Reports

- **Administration (John Howe & Ron Tribo).**
  - John presented the Draft of the **Financial Management Policies and Procedures** for approval. Motion: Julie Vickery 2<sup>nd</sup>: Paul Johnson Adopted: Unanimous
  - Our budget is doing well. The Wendler Hall debt is continuing to decrease. Currently, plate gifts have exceeded the 2018 pledges, but we do not expect that to continue for 2019 because more households have made pledges. Year-end outlook is dependent on special gifts made during Thanksgiving and Christmas and honoring remaining 2018 pledges. A 2019 budget will be presented to the Vestry for review and adoption at the next Vestry meeting on December 18.
  - **Approved 2017 Audit**, which is good and clean: Motion: John Howe 2<sup>nd</sup>: Linda Lee Gatell Adopted: Unanimous
  - **Adopted October Finance Reports:** Motion: John Howe 2<sup>nd</sup>: Anne Rea Adopted: Unanimous

- **Adopted Endowment Committee Bylaws**, as edited with correct church and school name: Motion: John Howe 2<sup>nd</sup>: Paul Johnson Adopted: Unanimous
- **Buildings and Grounds**
  - Tommy Mathews reminded everyone about *A Walk in Bethlehem*, December 4-5 and a float in the Weihnachts Parade on December 1.

**SHEEP Update (Karen Medina)**

- **SHEEP Budget:** The 2019-2020 budget was presented to the Vestry. Tuition is increasing by \$10/month by grade level respectively. Motion: Julie Vickery 2<sup>nd</sup>: Linda Lee Gatell Adopted: Unanimous

**Action Item/Voting Review was performed**

Approved October Minutes  
 Approved Church Bus Purchase  
 Adopted Financial Management Policies and Procedures  
 Approved 2017 Audit  
 Adopted Finance Report  
 Adopted Endowment Committee Bylaws  
 Approved SHEEP Budget for 2019-2020

**Around the Table: (Info/Questions)**

- Dinner will be served at the December Vestry meeting. Remember to fill Maty's Box and support a child from the Angel Tree located in the Parish Hall. A new sign-up for 2019 is being created for Fishes & Loaves.

**Announcements: Next meeting is December 18, 2018**

**Closing Prayer:** Tommy Mathews

**Adjourn:** 7:29 p.m.