

**ALL SAINTS' EPISCOPAL CHURCH
608 JEFFERSON STREET
TUPELO, MISSISSIPPI 38804**

MINUTES OF JANUARY 19, 2009 VESTRY MEETING

PRESENT:

The Rev. Paul J. Stephens, Rector	Deanna Alford	Smokey Livingston
Les Alvis, Sr. Warden	Frank Anger	Bud Nelson
Betty Lee Marshall, Jr. Warden	Wayne Averett	Peg Oakes
Corky Springfield, Treasurer	Nathan Duncan	Rhonda Saunders
Mike Fitzpatrick, Cap. Cam. Treasurer	Sally Gray	Cathy Sparks
Mary Lou Parks, Ass't. Treasurer	Jill Hart	Vicky Vance
Tommie Moore, Clerk		

ABSENT: None

The Rev. Paul Stephens opened the Vestry meeting with a prayer at 7:09 p.m.

CHECK-IN The Vestry welcomed The Rev. Paul Stephens to his first Vestry meeting as the new rector of All Saints'.

REVIEW OF MINUTES:

The December 8 & December 12 Vestry minutes were reviewed.

MOTION: (Duncan/Sparks)

Approve December 8 & December 12, 2008 Vestry minutes as submitted.

APPROVED.

TREASURER'S REPORT:

Treasurer, Corky Springfield, reviewed our operating budget financial status for the month ending December 31, 2008. He stated that we collected approximately 91% of our year-to-date budget. Corky noted that December was a slow month for pledges, as we only collected 77% of the budget. He stated that overall expenses were under budget for 2008. Corky reported that we have received 117 pledges for a total of \$433,445 for 2009.

MOTION: (Livingston/Nelson)

Approve the Treasurer's report as submitted.

APPROVED.

CAPITAL CAMPAIGN TREASURER'S REPORT:

Capital Campaign Treasurer, Mike Fitzpatrick, submitted a written report reviewing our Capital Campaign financial status for the month/year ending December 31, 2008. He reported that pledge receipts were \$25,720.67 of a budget of \$89,913.96 for the month of December. No expenses were incurred in December. Overall, we collected \$120,596.03 of the budget amount of \$166,087.98 in 2008. He noted that the next Capital Campaign will kick off in September, 2009.

MOTION: (Marshall/Vance)

Approve Capital Campaign Treasurer's report as submitted.

APPROVED.

CHRISTIAN GROWTH COMMISSION: No report

CHRISTIAN SERVICE COMMISSION: No report

CHRISTIAN STEWARDSHIP COMMISSION: No report

JR. WARDEN REPORT:

Betty Lee Marshall reported that one of the water lines leading to the coffee unit in the beverage area had burst, sending water into the beverage area, the Parish Hall, Lobby and Christian Education hallway. The insurance company was notified and she is working with the claims adjuster regarding the damage.

SR. WARDEN REPORT:

Les Alvis reported that Vicky Vance has agreed to chair Annual Council, 2010, which All Saints' will host.

RECTOR REPORT:

The Rev. Paul Stephens acknowledged the warm welcome he has received from All Saints' since his arrival.

ADDITIONS TO THE AGENDA: Clarification of Facilities Use Policy

BUSINESS:

Change authorized signer on Rector's Discretionary account

Paul advised the Vestry that The Rev. LaRae Rutenbar was the current signer on the Rector's Discretionary account and asked that the Vestry authorize her removal and the addition of his name to the account.

MOTION: (Hart/Oakes)

Remove The Rev. LaRae Rutenbar from the Rector's Discretionary account and add The Rev. Paul J. Stephens as the authorized signer.

APPROVED.

Adoption of Accountable Reimbursement Policy

Paul reviewed a written policy on reimbursements, advising the Vestry that this policy simply formalizes the practice that is already in place at All Saints'.

MOTION: (Marshall/Duncan)

Adopt the Accountable Reimbursement Policy as presented.

APPROVED.

Adoption of Housing Allowance Resolution

MOTION: (Nelson/Duncan)

Resolved, that The Rev. Paul J. Stephens receive a compensation of \$122,000 for the calendar year 2009, of which \$36,000 is designated as his housing allowance for the year 2009, and that this

housing allowance is so designated in the official minutes of the Vestry of All Saints' Episcopal Church.

APPROVED.

Establish and fund sabbatical reserve account

Paul reminded the Vestry that his Letter of Agreement contained provisions for a sabbatical fund, which would be funded at the rate of \$500 per year. Les Alvis suggested that \$500 be taken from line 8045 "2007 Budget Surplus".

MOTION: (Alvis/Oakes)

Establish a sabbatical reserve account with the funding of \$500 from line 8045 "2007 Budget Surplus".

APPROVED.

Facilities Use Policy

Paul noted that the Facilities Use Policy was adopted by the Vestry in November, 2008. He stated that although canonically, the Rector has charge over the use of the church property, he would like a consensus from the Vestry to allow him some flexibility with the policy as the need arises. It was the consensus of the Vestry to allow Paul flexibility as needed with the Facilities Use policy.

Discussion of 2009 Budget

Les Alvis opened the discussion by distributing the final draft of the 2009 budget as recommended by the Budget Committee. Included in the distribution was a summary of pledges for 2009. Les stated that the total income presently expected for 2009 is \$445,005. This amount includes pledges and intended gifts committed to date, expected plate offerings and facility use fees. He reminded the Vestry that our voluntary proportionate giving to the diocese is 13% of our net disposable budgeted income and our Servant Ministry percentage is at 4.8%. He reported that expenses plus our outreach expense totals \$471,777, leaving a deficit of \$26,772. Les also reported that in the 2009 budget, programs are funded at their 2008 level of spending and that all staff salaries are frozen at their 2008 level with the exception of the bookkeeper's salary. When the bookkeeper was hired in 2008, Interim Rector, LaRae Rutenbar had an understanding with her that her salary would be increased to \$10,000 in 2009.

Les noted that the households who have not yet turned in a pledge for 2009 have been contacted either by letter or personal contact. He discussed the need to adjust the balance of account 8018 (Monthly Salary Reserve) to reflect the 2009 payroll and to conserve the balances of accounts 8043 (Building Reserve Fund), 8045 (2007 Budget Surplus) and 8046 (John Murrow Estate), first, as sources to fund non-budgeted costs associated with the Rector's transition per the letter of agreement and, second, as cash flow reserves for the coming year. He also suggested that the ECW should be encouraged to conserve its funds until the Vestry has a better idea of parish revenues for the coming year. After a discussion, the following motion was made:

MOTION: (Nelson/Sparks)

Approve 2009 budget of \$471,777 as presented with a deficit of \$26,772.

APPROVED.

CHECK-OUT

With no further business, The Rev. Paul Stephens closed the Vestry meeting with a prayer at 8:58 p.m.

Submitted by Tommie Moore, Clerk of the Vestry

ATTACHMENTS TO MINUTES OF THE JANUARY MEETING:

Financial Report 12/31/08

Capital Campaign report 12/31/08

Pledge Card Summary

2009 Budget