

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

MINUTES OF MARCH 9, 2009 VESTRY MEETING

PRESENT:

The Rev. Paul J. Stephens, Rector	Deanna Alford	Peg Oakes
Fred Page Sr. Warden	Wayne Averett	Fredda Robinson
Betty Lee Marshall, Jr. Warden	Lynn Bryan	Rhonda Saunders
Corky Springfield, Treasurer	Kaye Cannon	Cathy Sparks
Mike Fitzpatrick, Cap. Camp. Treasurer	Nathan Duncan	Ann Springfield
Mary Lou Parks, Ass't. Treasurer		Vicky Vance
Tommie Moore, Clerk		

ABSENT: Smokey Livingston

The Rev. Paul Stephens opened the Vestry meeting with a prayer at 7:03 p.m.

CHECK-IN

REVIEW OF MINUTES:

The February 9, 2009 Vestry minutes were reviewed.

MOTION: (Marshall/Averett)

Approve February 9, 2009 Vestry minutes as submitted.

APPROVED.

TREASURER'S REPORT:

Treasurer, Corky Springfield, reviewed our operating budget financial status for the month ending February 28, 2009. He stated that we collected \$34,974 in pledges of a budget of \$30,000. No Pre-Paid pledges were used in February. The balance in Prepaid Pledges is \$26,460. Corky reported several additional pledges have been received, bringing our budget to \$465,704. He stated that the Vestry had approved a deficit budget of \$26,772 in January, but with the additional pledges, the deficit is now \$6,000. Corky noted that expenses were slightly over budget for February.

MOTION: (Robinson/Vance)

Approve the Treasurer's report as submitted.

APPROVED.

CAPITAL CAMPAIGN TREASURER'S REPORT:

Capital Campaign Treasurer, Mike Fitzpatrick, reviewed the Capital Campaign financial status for the month ending February 28, 2009. He stated that we collected \$6,978.67 in pledge receipts of a budget of \$4,856. Mike noted the cash balance as of February 28, 2009 was \$239,279.60.

MOTION: (Saunders/Oakes)

Approve Capital Campaign Treasurer's report as submitted.

APPROVED.

CHRISTIAN GROWTH COMMISSION: Convener, Wayne Averett gave an oral report. No action was required of the Vestry.

CHRISTIAN SERVICE COMMISSION: No report

CHRISTIAN STEWARDSHIP COMMISSION: Convener, Deanna Alford gave an oral report. No action was required of the Vestry.

JR. WARDEN REPORT:

Betty Lee Marshall advised the Vestry that she checked into “budget billing” for our gas and electricity use. She reported that Atmos Gas did not offer “budget billing”, but Tupelo Water & Light did. She noted that through “budget billing”, we would be billed for an “on-going average” each month. She suggested that to help with cash flow, we convert our Tupelo Water & Light bill to “budget billing”.

MOTION: (Sparks/Duncan)

Convert our Tupelo Water & Light bill to “budget billing”.

APPROVED.

SR. WARDEN REPORT:

Sr. Warden, Fred Page, reported that a parishioner had expressed concerns to him about using the Parish Hall as worship space for Bishop Gray’s visit. After a brief discussion, the Vestry affirmed the use of the Parish Hall as worship space, noting that it was used in a tasteful, worshipful and respectful way. The Vestry also noted that when having one service, the Parish Hall was not as crowded as the sanctuary. Fred also reported that we need to have a plan for disposing of food that is not labeled and left in the kitchen. After a brief discussion, the following motion was made:

MOTION: (Page/Bryan)

Authorize the Hospitality Committee to determine how leftover food in the kitchen is disposed of.

APPROVED.

RECTOR REPORT:

The Rev. Paul Stephens acknowledged the wonderful service and great spirit during Bishop Gray’s visit. Paul advised the Vestry that he is working on forming a Columbarium task force to research options for building a Columbarium on our property. He noted they will have specific guidelines and specific time frames in which to report their progress. He also advised the Vestry that he will soon begin reorganizing the family group system so that parishioners will be more attentive to each other.

ADDITIONS TO THE AGENDA

Discussion of organ tuning

Discussion of ongoing HVAC unit issues

BUSINESS:

Review “Healthy System Checklist”

Paul reminded the Vestry of the “Healthy System Checklist” portion of the book, “The Myth of the 200 Barrier” that the Vestry reviewed during the Vestry Retreat. The Vestry then reviewed each point of the list.

1. **We rotate members of the Vestry on a three-year basis; off-going members must leave the Vestry for one year before being reelected.** It was agreed that for the most-part, All Saints’ adheres to this policy, noting that our By-Laws require that current members must leave the Vestry for three years.
2. **We rotate officers of the congregation just as we do Vestry members, not allowing them to serve more than five years in one office.** The Vestry noted that we do not adhere to this guideline with our volunteer officers (Treasurer, Capital Campaign Treasurer and Assistant Treasurer). The Clerk of the Vestry is part of the Program Administrator’s job description, therefore, the Vestry agreed that office is not subject to these guidelines.
3. **We do not allow members of the same family to serve the Vestry at the same time.** The Vestry agreed that this has been the practice for many years. Paul suggested that he work with the Wardens to clarify what our current practice is, draft a policy in line with #2 and present to the Vestry for approval in April.
4. **We provide training for leaders suitable to their office.** The Vestry did not feel that this was an ongoing practice. It was suggested that this be handled at the staff level to look at training and developing programs for training leaders.
5. **We participate in training events available beyond our local congregation.** The Vestry agreed that training opportunities are widely offered.
6. **We utilize an open communication system and we actively seek feedback from members, especially new ones.** The Vestry agreed that this is the practice at All Saints’.
7. **We delegate decision making in appropriate ways beyond the Vestry. We encourage committees, commissions, and other work groups to be responsible for aspects of the congregation’s life beyond the Vestry.** The Vestry agreed that this is the practice at All Saints’.
8. **We have a workable mission statement and a list of present goals.** The Vestry recognized that we have a mission statement and that goal setting was part of the 2009 Vestry Retreat.
9. **We hold an annual meeting to review our current goals and to plan for the future.** The Vestry agreed that this has been the practice at All Saints’.
10. **We hold an active annual stewardship program in which all members are encouraged to support the congregation financially and to express feedback about the nature and degree of their support.** The Vestry felt that this guideline was being met for the most part.
11. **We have an active assimilation plan for new members. We quickly recruit them to vital areas of our congregation’s life.** The Vestry did not feel that this guideline was currently being fully met.
12. **We have in place a means of responding to conflict, bringing it to healthy resolve and reconciliation between members when necessary.** The Vestry did not feel that we have a plan to address this guideline.

It was the consensus of the Vestry that we revisit #5-#8 at the April Vestry meeting.

Discussion of Endowment Fund Trustees terms

Fred Page advised the Vestry that current Endowment Fund Trustees are: Fred Page, chair, Wayne Averett, Phil Aycock, David Alford, and Dr. Billy Walton. He reported that a new chair needs to be named. He also offered the name of Cathy Fitzpatrick as a Trustee. Fred noted that Phil Aycock is no longer a member of All Saints'. A brief discussion of term limits followed.

MOTION: (Bryan/Oakes)

Name Cathy Fitzpatrick as an Endowment Fund Trustee; remove Phil Aycock as a Trustee.

APPROVED.

MOTION: (Vance/Bryan)

Authorize Wardens and Rector to assign 1 year staggered term limits to the Trustees.

APPROVED.

Discussion of timeline for goals set at the Vestry Retreat

This discussion was tabled until the April Vestry meeting

Discussion of the beginning time and length of Vestry meetings

Fred Page suggested that the Vestry meetings begin at 6:30 p.m. (instead of 7:00 p.m.) and last no longer than 1½ hours. He suggested that the options for handling any business not completed in that time frame could be: move unfinished business to the top of the agenda of the next month's meeting or call a special Vestry meeting to handle the business or agree to continue the meeting.

MOTION: (Marshall/Duncan)

Change the beginning time of the Vestry meeting to 6:30 p.m. beginning with the April Vestry meeting, with the meeting lasting no longer than 1 ½ hours.

APPROVED.

Discussion of organ tuning

Betty Lee Marshall reported that the organ in the church needs to be tuned. She reported that we budgeted \$500 for organ tuning, but that the estimate we received from Greg Coziel was \$975.

MOTION: (Bryan/Robinson)

Have the organ tuned at a cost of \$975, with overage funded from line 8015.

APPROVED.

Discussion of HVAC issues

Betty Lee Marshall reported that we have experienced several ongoing issues with the HVAC unit in the Parish Hall. She reported that Conditioned Air has been out to work on the unit numerous times over the last 18 months. She stated that a representative from Siemens recently worked on the unit. He noted that the unit was originally programmed incorrectly by a representative from Siemens. He told Betty Lee that he was surprised the unit had been working at all. She stated that after he re-programmed the unit, we continued to experience problems. After a discussion, the following motion was made:

MOTION: (Bryan/Page)

Instruct our Chancellor, Reed Hillen, to draft a letter to all major parties involved, noting our concerns regarding the HVAC unit not working properly since its installation. Set date of April 30, 2009 for problems to be resolved.

APPROVED.

CHECK-OUT

Fred Page noted that prior to the beginning of our Angel Food Ministry, the Parish Hall was previously booked for March 28. He advised that for March 28 only, we will be distributing Angel Food boxes from the Link Centre, 1800 West Main. Fred thanked the Link Centre for their generosity.

With no further business, The Rev. Paul Stephens closed the Vestry meeting with a prayer at 8:43 p.m.

Submitted by Tommie Moore, Clerk of the Vestry

ATTACHMENTS TO MINUTES OF THE MARCH MEETING:

Financial Report 02/28/09

“Healthy Systems Checklist”