

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

MINUTES OF JUNE 8, 2009 VESTRY MEETING

PRESENT:

| | | |
|-----------------------------------|-------------------|-----------------|
| The Rev. Paul J. Stephens, Rector | Deanna Alford | |
| Fred Page Sr. Warden | Wayne Averett | Fredda Robinson |
| Betty Lee Marshall, Jr. Warden | Lynn Bryan | |
| | Kaye Cannon | |
| Mary Lou Parks, Ass't. Treasurer | Smokey Livingston | Vicky Vance |
| Tommie Moore, Clerk | | |

ABSENT: Corky Springfield, Mike Fitzpatrick, Nathan Duncan, Peg Oakes, Rhonda Saunders, Cathy Sparks, Ann Springfield

The Rev. Paul Stephens opened the Vestry meeting with a prayer at 6:34 p.m.

CHECK-IN

REVIEW OF MINUTES:

The May 11, 2009 Vestry minutes were reviewed.

MOTION: (Robinson/Alford)

Approve May 11, 2009 Vestry minutes as submitted.

APPROVED.

TREASURER'S REPORT:

On behalf of Treasurer, Corky Springfield, Sr. Warden, Fred Page reviewed our operating budget financial status for the month ending May 31, 2009. He stated that we collected \$47,634.11 in pledge offerings for May, which is 93% of our budget month-to-date. He noted that we have collected 95% of our budget year-to-date. Fred reported that utilities are well in line with the budget. Total expenses remain under budget year-to-date.

MOTION: (Bryan/Alford)

Approve the Treasurer's report as submitted.

APPROVED.

CAPITAL CAMPAIGN TREASURER'S REPORT:

On behalf of Capital Campaign Treasurer, Mike Fitzpatrick, Sr. Warden, Fred Page distributed a written financial report of the Capital Campaign for the month ending May 31, 2009. He stated that we collected \$8,600.67 in pledge receipts of a budget of \$4,856.50. He noted that a bank statement charge of \$5.00 was the only expense in May.

MOTION: (Robinson/Bryan)

Approve Capital Campaign Treasurer's report as submitted.

APPROVED.

CHRISTIAN GROWTH COMMISSION:

Convener, Wayne Averett, advised the Vestry that the Altar Guild obtained 2 bids to replace the Formica countertop with a granite countertop in the church sacristy. Pierce Cabinets was the lower bid at \$2,902.36. As the new countertop is wider than the current countertop, all of the drawers will need to be re-positioned and a new sink installed, prior to the installation. Wayne also noted that the hot water heater in the church sacristy needs to be replaced at a cost of \$526.41. Lynn Bryan Construction will handle the prep work and the installation of the hot water heater. The Altar Guild is willing to use funds in line item #8035-“Altar Guild Greenery Sale” to pay for the countertop and the work that Lynn Bryan Construction will perform. It was suggested that Cathy Sparks contact the ECW for possible financial help with the cost of the countertop, if needed.

MOTION: (Betty Lee Marshall/Cannon)

Authorize Altar Guild to replace Formica countertop in church sacristy using funds from “Altar Guild Greenery Sale” 8035 at a cost not to exceed the balance in that fund, \$6,738.55.

APPROVED. (Note: Lynn Bryan abstained from this vote as he will be involved in the project)

MOTION: (Betty Lee Marshall/Vance)

Authorize installation of new hot water heater in church sacristy at a cost of \$526.41 using funds from line 8001-“Repair/Replacement” fund.

APPROVED. (Note: Lynn Bryan abstained from this vote as he will be involved in the project)

CHRISTIAN SERVICE COMMISSION: No report

CHRISTIAN STEWARDSHIP COMMISSION: No report

JR. WARDEN REPORT:

Betty Lee Marshall advised the Vestry that the compressor in the Kitchen HVAC unit has failed and will need to be replaced. She noted that the compressor is under warranty, but the labor to replace the compressor will cost approximately \$1,500.00. She also noted that there have been problems with the freezer (too much anti-freeze) and the ice maker (leaking). Betty Lee reported that the Executive Committee asked her to gather information from other service companies as to their service call charges. She stated she received similar quotes from Comfort Engineering, Conditioned Air and Donald Allred Heating and Cooling.

SR. WARDEN REPORT:

Sr. Warden, Fred Page, reported that he is finalizing the loan questionnaire from M & F Bank regarding the proposed refinancing of our loan and should have more information for the Vestry in July. Fred also advised that a small part of the ground has collapsed in front of the church and he is working with the City of Tupelo to correct the problem.

RECTOR REPORT:

The Rev. Paul Stephens reported that 2 vacancies have been filled in our convocation: The Rev. Ann Frazier has been called to St. Paul’s Episcopal Church in Corinth and The Rev. Sylvia Czarnetzky has been called to St. John’s Episcopal Church in Aberdeen.

Paul noted that he will be meeting with the Pastoral Care Family Heads to hear about problems they are experiencing and ways to support this ministry. He also has a meeting scheduled with the Stewardship Committee as they will begin their work soon. Paul advised that he will be working with the staff on fall programming. He also advised the Vestry that his moving expenses were less than what was budgeted.

Paul advised the Vestry that parishioner Bernard Hufft will take part, as a volunteer and steering committee member, in a coalition among the Episcopal Diocese of Mississippi, the Mississippi Area of the United Methodist Church and other public and private entities which will focus on Mississippi's growing hunger issues and the poverty surrounding it, develop and study the current data about hunger, advocate for change and encourage better networking among agencies presently dealing with hunger issues. It is anticipated that this work will also assist All Saints' in developing educational and other programming efforts to identify and meet hunger and related needs which exist in the greater Tupelo community.

ADDITIONS TO THE AGENDA None

BUSINESS:

Approve formation of Audit Committee

Paul advised the Vestry that according to Canons of the Church and Diocese and the Manual of Business Methods in Church Affairs, we are required to conduct an audit every year either by an independent public accounting firm or by an audit committee consisting of parishioners who are not involved with the financial affairs and are independent of the decision making process of the parish. Vestry members, treasurers, or anyone who writes or signs checks would not be eligible to be a member of the Audit Committee. Paul suggested that an Audit Committee be formed to conduct an audit for the year ending December 31, 2008. He also suggested that an outside independent public accounting firm be hired every third year to perform an audit. Paul also suggested that 1/3 of the cost of an audit performed by a public accounting firm be built into the operating budget each year. After a brief discussion, the following motion was made.

MOTION: (Bryan/Livingston)

Authorize the Rev. Paul Stephens to form an Audit Committee consisting of three parishioners who are not involved with the financial affairs and are independent of the decision making process of the parish to perform the audit of the books of account of All Saints' for the year ended December 31, 2008.

APPROVED.

Discussion of setting date for goal of decreasing debt by 33%

Fred Page opened the discussion by reminding the Vestry that plans for the second capital campaign are underway, with the kickoff occurring in the fall, 2009. He suggested that a reasonable date to set for decreasing our debt by 33% would be the end of the 2nd capital campaign. After a brief discussion, the following motion was made:

MOTION: (Page/Averett)

Set December 31, 2015 as target date to decrease our debt by 33%.

APPROVED.

Discussion of obtaining a defibrillator for Parish Hall

Kaye Cannon advised the Vestry that while taking orders for Angel Food, a parishioner fainted. She stated that the parishioner was fine, but the incident brought to mind that the church should have some type of emergency equipment in place in the event a critical health situation should arise. Kaye suggested that All Saints' purchase a defibrillator and have a group of parishioners trained in its use. It was suggested that the Servant Ministry committee contact the Kiwanis Club, as they are conducting an effort to have defibrillators placed in all of the schools. Kaye also noted that Dr. Billy Walton would be a good resource for information about obtaining the equipment.

MOTION: (Page/Livingston)

Approve purchase of a defibrillator using funds from Servant Ministry.

APPROVED.

CHECK-OUT

Assistant Treasurer, Mary Lou Parks, advised the Vestry that she has clarified the duties of the Vestry Person of the Day and asked each Vestry member to pay particular attention that all duties be performed as outlined. These duties are posted on the cabinet in the workroom.

With no further business, The Rev. Paul Stephens closed the Vestry meeting with a prayer at 7:35 p.m.

Submitted by Tommie Moore, Clerk of the Vestry

ATTACHMENTS TO MINUTES OF THE MAY MEETING:

Financial Report 05/31/09

Capital Campaign Financial report 05/31/09

Lynn Bryan Construction quote on prep work for church sacristy