

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

MINUTES OF FEBRUARY 15, 2010 VESTRY MEETING

PRESENT:

The Rev. Paul J. Stephens	Lynn Bryan	Joellen Murphree
Fred Page, Sr. Warden	Kaye Cannon	Peg Oakes
Cathy Fitzpatrick, Jr. Warden	Susan Hyatt	Fredda Robinson
Corky Springfield, Treasurer	Stephen King	Rhonda Saunders
	Kevan Kirkpatrick	Ann Springfield
Tommie Moore, Clerk		Vicky Vance
Mary Lou Parks, Ass't. Treasurer		

ABSENT:

Mike Fitzpatrick, Smokey Livingston

The Rev. Paul Stephens opened the Vestry meeting with a prayer at 6:31 p.m.

CHECK-IN: Paul welcomed the new Jr. Warden and members of the Vestry.

REVIEW OF MINUTES:

The January Vestry and Executive Committee minutes were reviewed.

MOTION: (King/Robinson)

Approve January Vestry and Executive Committee minutes as submitted.

APPROVED.

TREASURER'S REPORT:

Treasurer, Corky Springfield, reviewed our operating budget financial status for the month ending January, 30, 2010. He reported that we received \$31,044 in pledges of a budget of \$35,671 or 87% of budget. Expenses were under budget by \$4,058 for the month. No Pre-Paid Pledges were used in January. Rector, Paul Stephens announced that in keeping with the guidelines that the Vestry adopted in December, 2009, of establishing term limits of officers, committee, task force and working group chairs, Albert White had accepted the call to serve a three year term as All Saints' treasurer. Paul advised that after discussions with Corky, Mike Fitzpatrick and Albert, it was determined that Albert should oversee both the operating budget finances and the capital campaign finances. Paul commended and thanked Corky and Mike Fitzpatrick on their dedication and commitment to All Saints' in serving in these roles.

MOTION: (Sanders/Cannon)

Approve the Treasurer's report as submitted.

APPROVED.

CAPITAL CAMPAIGN TREASURER'S REPORT:

On behalf of the Capital Campaign Treasurer, Jr. Warden, Cathy Fitzpatrick, advised that the total income to the campaign in January was \$50,028 with interest of \$12,779 being the only expense for the month.

MOTION: (Robinson/Bryan)

Approve Capital Campaign Treasurer's report as submitted.
APPROVED.

CHRISTIAN GROWTH COMMISSION: No report

CHRISTIAN SERVICE COMMISSION:

Convener, Rhonda Saunders advised that ECW will pay for the keyless entry lock on the outside Parish Hall doors.

CHRISTIAN STEWARDSHIP COMMISSION: No report

JR. WARDEN REPORT:

Jr. Warden, Cathy Fitzpatrick reported that there are two leaks in the church, one in the equipment room and one in the sacristy ceiling. She is investigating the cause of the leaks.

SR. WARDEN REPORT: No report

RECTOR REPORT:

Paul began his report by thanking the Vestry for their leadership during the 183rd Annual Council. He stated that Council was successful, positive and uplifting on so many levels.

Paul noted that he is very pleased with the direction that Jessica Nelson is moving the choir and complimented them on the music this past Sunday.

Paul reminded the Vestry that he will be on a silent retreat at the Jesuit Spirituality Center in Grand Coteau, Louisiana, February 21 – 28. He also reminded the Vestry of the Lenten worship schedule as well as the Wednesday Night Supper & Programs that are scheduled over the next few weeks. Paul advised the Vestry that All Saints' is one of eight to ten parishes in the diocese that have been invited to participate in the Cooperative College for Congregational Development that will be held at Gray Center over the next two years. This is a joint conference of the Dioceses of Arkansas, Alabama, East Carolina, Mississippi and Tennessee designed to promote healthy, sustainable congregations grounded in a robust identity that is rooted in an Anglican ethos and spirituality; build leaders that are both self-defined and connected to their communities of faith and who are aware of and responsive to the particular challenges and opportunities before them; create a common language and community of practice around congregational development in the Diocese, with stronger connections among congregational leaders for the purposes of learning, community, mutual encouragement, and inspiration; create useful training programs that can be shared freely and used by others in the broader Church. Given the Vestry's previous endorsement of All Saints' participation in this program, he stated that he is working with the Wardens and staff to identify potential candidates within our congregation to attend this conference.

Paul closed his report by advising the Vestry that he is working with the Wardens to find a date for the Vestry Retreat and will let them know as soon as a date has been set.

ADDITIONS TO THE AGENDA: Consider request from Endowment Committee
Consideration of emergency lights for church

BUSINESS

Set Vestry meeting time and date

Fred Page explained to the Vestry that each year when a new Vestry is seated they must reaffirm their meeting time and date. The following motion was made:

MOTION: (Oakes/Robinson)

The Vestry will meet on the 2nd Monday of each month at 6:30 p.m.

APPROVED.

Approve Dedra Rainey as chair of Saints' Brew

It was announced that the Servant Ministry committee had recommended and the Rector was submitting the name of Dedra Rainey as chair of Saints' Brew to the Vestry for approval.

MOTION: (Springfield/Robinson)

Approve Dedra Rainey as chair of Saints' Brew.

APPROVED.

Appointment of officers of the church

Clerk, Tommie Moore, explained that each year the officers of the church need to be reappointed by the Vestry. Paul explained that he and the Wardens were recommending that the duties of the Treasurer and the Capital Campaign Treasurer be combined into one position. The officers of the church are: Clerk, Tommie Moore, Chancellor, Reed Hillen, Assistant Treasurer, Mary Lou Parks and Treasurer, Albert White.

MOTION: (King/Oakes)

Reappoint officers of the church: Clerk, Tommie Moore, Chancellor, Reed Hillen, Assistant Treasurer, Mary Lou Parks and appoint Albert White as Treasurer.

APPROVED.

It was noted that signature cards on all of the bank accounts and the account with Hilliard Lyons will need to reflect the change in treasurers from Corky Springfield and Mike Fitzpatrick to Albert White.

MOTION: (Vance/Oakes)

Approve Wardens to execute change in signature cards to reflect the change from Corky Springfield and Mike Fitzpatrick to Albert White for all bank accounts and the account at Hilliard Lyons.

APPROVED.

Elect delegates and alternates to the 184th Annual Council of the Diocese of Mississippi

Fred advised that it was time to elect delegates and alternates to the 184th Annual Council of the Diocese of Mississippi to be held in Jackson, January 28-30, 2011. The following names were offered for nomination: Delegates: Kaye Cannon, Peg Oakes, Fred Page. Alternates: Cathy Fitzpatrick, Joellen Murphree, Vicky Vance.

MOTION: (Saunders/Robinson)

Elect delegates, Kaye Cannon, Peg Oakes, Fred Page and alternates, Cathy Fitzpatrick, Joellen Murphree, Vicky Vance, to the 184th Annual Council of the Diocese of Mississippi.

APPROVED.

Approve new tasks/members of the Columbarium Task Force

Paul began the discussion by giving an overview of the Columbarium Task Force's work thus far. He stated that the original task force was charged with researching types of columbariums as well as potential locations at All Saints'. Paul reminded the Vestry that the task force recommended the placement of two columbariums – one on the Madison Street outside façade of the Parish Hall and the other inside the Chapel. No action was taken by the Vestry at the time of the recommendation. Paul stated that he is recommending that Wayne Averett remain as chair of the task force with members Gus Staub, Jim Wiygul, Diane Page and Dee Streit. He stated that the scope of this task force will now include researching cost estimates and how to move forward toward the construction phase of the process.

MOTION: (Vance/Oakes)

Approve Wayne Averett as chair of the Columbarium Task Force with members, Gus Staub, Jim Wiygul, Diane Page and Dee Streit charging them with researching cost estimates and construction phase process and reporting back to the Vestry with recommendations.

APPROVED.

Approve 2008 audit

Fred advised the Vestry that the audit for the year ending December 31, 2008 had been completed by an audit committee consisting of Fred Page and David Alford. He noted that recommendations from the prior year's auditor need to be implemented. Those areas were 1.) Capital Assets that should be listed on the balance sheet include land and land improvements and 2.) other buildings.

MOTION: (Cannon/Bryan)

Approve 2008 audit with noted recommendations and forward copy of same to the Diocesan office.

APPROVED.

Approve 2009 Parochial report

Paul offered a brief overview of the 2009 Parochial report.

MOTION: (Bryan/King)

Approve 2009 Parochial report.

APPROVED.

Report from the Property Committee re: church repairs and emergency lights

Stephen King, chair of the Property Committee, began his report stating that Fred Cannon has been researching options to repair or replace the emergency lighting system in the church. Fred found that the current system needs two batteries at a cost of approximately \$400 each. Upon further research, Fred found that a more modern and economical option would be to install three flood lights, two up front and one in the back of the church. Stephen reported that the cost of all three lights, with wiring and labor would be \$407.00. The Vestry asked Stephen to secure two more bids and they will revisit the issue in March.

Stephen continued his report giving the Vestry an overview of the work the Property Committee has done over the last few months in securing bids for the work needed on the church which includes, replacing all fascias and caulk, prime and paint new boards; repair the upper level tower leak on the cross; replace windows in the tower; scrape and paint existing windows in the sanctuary on all sides, north, south, east and west; repair or replace the existing windowsills in the sanctuary; replace

roof with architectural grade 30 year roof asphalt shingles and gutter system or offer alternate quote on metal roof with a mandatory 20 year weather tight NDL warranty; modify the storm sewer drain at the sidewalk area in relation to the HVAC condensation drainage system, (all of which is more fully described in the scope of work attached to these minutes. He stated that he received three bids for the work. Stephen advised that the Property Committee is recommending the lowest bidder, Lynn Bryan Construction Company, at a bid of \$55,200. The bid includes a roof with architectural grade 30 year roof asphalt shingles. Lynn explained that in order to repair/replace the fascia boards the current metal roof would have to be peeled back. Once the roof is peeled back and re-laid, the roof will most likely leak. He said if that is the process the Vestry wants to follow, he would not be able to offer a leak free roof guarantee. After further discussion, the following motion was made:

MOTION: (King/Kirkpatrick)

Approve the hiring of Lynn Bryan Construction Company to make the needed repairs on the church following points 1-11 on the scope submitted by the Property Committee and attached to these minutes, allowing for a roof with architectural grade 30 year roof asphalt shingles, at a cost of \$55,200.

APPROVED. *Note: Lynn Bryan abstained from voting.*

Approve 2009 Executive Committee's recommendations for disbursement of Allen Cooley bequest

Paul opened the discussion by reminding the Vestry that they had charged the 2009 Executive Committee consisting of Fred Page, Betty Lee Marshall, Tommie Moore, Deanna Alford, Rhonda Saunders, Wayne Averett and Paul Stephens, with prioritizing the disbursement of the bequest made to All Saints' by the late Allen Cooley. On behalf of the 2009 Executive Committee, Paul offered the following priorities for disbursement of the Allen Cooley bequest:

Total Proceeds Received (excludes interest earned)

Retirement Accounts	\$301,623.46
Estate Distribution	<u>\$51,712.73</u>
Total	\$353,336.19

Previously Committed Uses of Proceeds

2 nd Capital Campaign	\$45,487.18
Executive Committee Discretion	<u>\$51,712.73</u>
Uncommitted Balance	\$256,136.28

Recommended Priorities (costs are estimates)

Organ Repair/Renovation	\$110,000.00
(assumes new organ console plus \$40,000 renovation to pipes and other mechanical features)	
Church Repairs	\$40,000
Chapel Repairs	\$90,000
(bid in 2008 was \$81,000; assumes 10% increase in bid)	
Balance: An Endowment	\$16,136.28

It was noted that the Church repairs would cost \$55,200 per Lynn Bryan Construction Company's bid. After a discussion, the following motion was made:

MOTION: (King/Vance)

Approve priorities set by the 2009 Executive Committee.

APPROVED.

Approve Finance Committee recommendation of early pay-off of Diocesan loan

Fred opened the discussion advising the Vestry that the Finance Committee is recommending an early pay-off of the diocesan loan in the amount of \$181,345.61 with pre-paid pledges to the *A Future With Hope* campaign. After a brief discussion, the following motion was made:

MOTION: (King/Murphree)

Approve early pay-off of the diocesan loan in the amount of \$181,345.61

APPROVED.

Request from Endowment Committee

Fred advised that the Endowment Committee is requesting approval to have all money presently in the Endowment Fund (approximately \$14,300), applied to the principal of the note the church has with M & F Bank. Currently, the Endowment Fund is drawing 1.25% interest at M & F Bank. They would like to apply these funds against the note and have the capital campaign fund pay a rate of 5.73% (rate currently being paid to M & F Bank) annually to the Endowment Fund. After a brief discussion, the following motion was made:

MOTION: (Bryan/King)

Apply \$14,300 from the Endowment Fund to the principal note All Saints' has with M & F Bank, with the Capital Campaign paying a rate of 5.73% interest annually to the Endowment Fund.

APPROVED.

CHECK-OUT

With no further business the Vestry meeting was adjourned and The Rev. Paul Stephens closed with a prayer at 8:05 p.m.

Submitted by Tommie Moore, Clerk of the Vestry

ATTACHMENTS TO MINUTES OF THE FEBRUARY MEETING:

Operating Budget Financial Report 01/31/10

Capital Campaign Financial Report 01/31/10

2008 Audit

2009 Parochial Report

Property Committee recommendation/Scope of Work

Executive Committee recommendation for Cooley bequest disbursement

Endowment Fund request