

SHEPHERD OF THE HILLS
Lecanto, Florida

Minutes of the Vestry Committee
Thursday, March 17, 2011

ATTENDING: Bishop Jim Adams, Lynn Graybiel, Linda Papke, Marlene Harrison, Richard Allen, Bette Patz, Sara Payne, Allen Harlow, Carla Bickford

ABSENT: John Bourdeau

OPENING PRAYER: Bishop Jim opened the meeting at 5:30 p.m. with a prayer.

SPIRITUAL NURTURE: Lynn led a discussion based on "Christ is the head of the Church" reading the passage from Colossians 1, verses 15 – 20. Lynn proposed we continue the discussion at the next meeting with "if Christ is a proactive leader in the church today, what does that mean for us?"

MINUTES: The minutes of the February meeting were accepted as presented.

OLD BUSINESS:

- a. Building update: In John's absence, Bishop Jim reported everything in the new church is usable except the kitchen which requires another grease trap. The Memory Garden is coming along and the bricks will be placed soon. The contractor's wife did a walk through of the building and found many things to be addressed. The cushions at the altar rail are reversible and will have ties put on to attach to the rails.
- b. Moving update: Still putting stuff away and will move in tomorrow.
- c. Consecration update: We're ready to go. The advertising was put in the Chronicle.
- d. Sign up-date: Lynn reported he will put up the SOTH sign tomorrow.
- e. Keys: The old building has been re-keyed. Keys will be distributed as needed.

FINANCIAL REPORT: Allen Harlow reported the revenue for the month of February was within our budgeted expectations and there was nothing unusual on the expense side. The month has been very quiet on the Church business side but running very tight on the new building side. Hopefully we will be receiving some promised donations to help us finance the remaining work.
See attached financial reports.

NEW BUSINESS:

- a. Lynn reported the landscape person met with John Bordeaux and George Krueger to discuss the need for additional sprinkler heads for irrigation of grounds involving the Memorial Garden and the slope with Bahia grass. Through email \$300 was approved for the Memorial Garden and \$900 approved for the Bahia grass.
- b. Bishop Jim reviewed the policy for approval of financial request; \$200 or more must be approved by the Vestry, under \$200 may be approved by the priest in charge.
- c. Allen reported there are many items that are being funded by the Memorial Fund but need our approval:
 - a. 4 chairs for the Narthex, \$500 each. Sara moved, Carla seconded and the Vestry unanimously approved this purchase.

- b. Cornerstone with 2 slabs, one 1995, the other 2011. Lynn moved, Marlene seconded and it was unanimously approved.
- c. Glasses and silverware. Lynn moved, Bette seconded and the Vestry unanimously approved this purchase.
- d. Refinished holder and Sanctuary Light. Lynn moved, Bette seconded and it was unanimously approved.
- e. Freezer for the kitchen, if needed, may have one no longer needed at SOS. Bette moved, Marlene seconded and it was unanimously approved.
- f. Dishes, \$1,300. Sara moved, Lynn seconded and it was unanimously approved.
- g. Coffee mugs, 6 dozen, \$93. Marlene moved, Sara seconded and it was unanimously approved.
- d. Waste removal: Allen reported receiving proposals from 4 companies. He recommends FDS. FDS recommends a 4 yard container (\$67.80/month, approximately \$1,000/year) which can, if needed, be switched to an 8 yard container (\$125.60/month) at no additional installation fee. Allen proposed accepting the contract with FDS, Bette seconded and it was unanimously approved.
- e. Columbarium: the Columbarium is being prepared. There will be a public hearing on April 9th.
- f. Planning/Ministry Committee: Bishop Jim reported the Ministry Committees will meet in the coming months.
- g. Serve Safe Training: Carla requested we send more individuals to the Serve Safe training program. Carla and Leah have completed this course. Florida law requires a person with this certification be present whenever food is being served. Lynn moved, Marlene seconded and it was unanimously approved to provide training to 4 more individuals.
- h. Lynn noted we have no clear policy on how to recognize individuals who donate to the church. Bishop Jim suggested a small committee to discuss this and make recommendations. It was suggested the committee will consist of Lynn, Sara, Alice Clingan, Pat Walker and Peter Cass assuming Alice, Pat and Peter consent.
- i. The children of the first SOTH priest would like to note the 3 or 4 parishioners who built the altar. This will be placed on the back of the altar.

NEXT VESTRY MEETING: The next Vestry meeting will be after Easter, April 28th at 7 p.m.

ADJOURNMENT: The meeting adjourned at 8:22 p.m. with a prayer.

Respectfully Submitted,

Carla Bickford
Vestry Clerk

Attachments:

Financial Reports

- Pledge Gift Analysis by Individual – Summary
- Pledge Gift Report – Multi Year
- Balance Sheet, Building Fund
- Finance Committee – Revenue & Expenses –Detail
- Vestry – Revenue & Expenses – Summary
- Temporary Restricted Accounts –All
- Balance Sheet Month End All Funds

