

ST. LUKE'S EPISCOPAL CHURCH
Vestry Meeting Minutes
August 2, 2012

Present: Rev. Sandi Kerner, B.J. Giannini, Matt Rogers, Janet Tucker, Isabella Worrell, Lee Kramer, Steve Moore
Absent: Shelly Shock, Adam Wojcicki, and Teno Bratton

Opening Prayer led by Janet Tucker

MOTION PASSED to approve the minutes of the June, 2012 meeting as corrected.

Discussion of Chapter 3, "Beyond Business as Usual," the book being studied by the Vestry this year, was led by Rev. Sandi Kerner.

RECTOR'S REPORT (Rev. Sandi Kerner)

- \$500 deposit received from Martha Benson for cemetery plot pending Vestry approval.

MOTION PASSED to approve a cemetery plot for Martha Benson.

- Parish Administrator position
 - Job description distributed to the Vestry. The possibility of outsourcing the payroll was discussed.
 - There was a discussion of hiring someone for the short term, 3 hours a day, to answer phones and do the bulletins.
 - Pledge information has not been compiled for distribution, and there was a discussion of finding someone to help Jeanette Pugh with this task.
 - The Vestry formed a committee to work on the job description and interview applicants. Committee members are Rev. Sandi Kerner, BJ Giannini, Janet Tucker, and Steve Moore.

SENIOR WARDEN'S REPORT (B J Giannini)

- With Bridgette's departure, it is necessary to change signatures with the bank, removing Bridgette's signature and adding someone else. Lee Kramer has agreed to be this fourth signature.

MOTION PASSED to update the bank records, removing Bridgette Sweptston, and adding Lee Kramer, Finance Chairman of St. Luke's Vestry, so that the accepted signatures from St. Lukes Episcopal Church would be Rev. Sandi Kerner, Hardman Jones, Janet Tucker, and Lee Kramer

- Rick Cole had expressed an interest in obtaining articles for the monthly newsletter, spotlighting one commission a month. This would be a good idea with Vestry nominations coming up in the fall, and the Vestry agreed to have something ready by the September newsletter deadline of August 20, 2012.

MOTION PASSED to approve the following delegates and alternates to Diocesan Council for 2013: Betty Estes and Steve Moore, Delegates, and Rick Cole and Linda Ricker, Alternates.

- BJ expressed her thanks to all who helped after Bridgette left and while Sandi was away.

JUNIOR WARDEN'S REPORT (Matt Rogers)

1. Matt met with Adam from Abec Electronics. A new sound board was installed in the AV system. They set it all up, and it worked properly. The cost for this is around \$300.00. There has been discussion of upgrading and overhauling the system, including replacing the three major components as follows:

(1) Video camera (2) projector and the underground cable, and (3) the soundboard which was just replaced. The cost of this is estimated at between \$3,000 and \$5,000 dollars.

FINANCE (Lee Kramer)

1. Financial Reports for June(Summary of Financial Results, Cash Position, Profit and Loss Budget Performance) were distributed to the Vestry and will be filed for audit. July reports will be forthcoming.

COMMISSION REPORTS

COMMUNICATIONS (Janet Tucker)

1. See Report

FELLOWSHIP (Isabella Worrell)

1. Only event this month was the reception for Bridgette, which was coordinated by Howdie Markowitz.
2. Back to School Picnic is scheduled for September 9, 2012. There will be two services that day (8 and 10:30). This will be combined with the ice cream social, and food will be pot luck with chicken supplied by the Committee.

YOUTH (Rev. Sandi Kerner)

1. Carla Hunt and Linda Ricker attended the Diocesan Workshop for Youth Leaders, held at Hickory Neck Church in Toano, on Saturday, July 21. This was a gathering of Youth Leaders with Ashley Scruggs, our Diocesan Youth Missioner. This was a day of networking with other youth leaders, sharing ideas and resources.
2. All who have attended Chanco, including Counselors and Counselors in Training, from St. Lukes seem to have had a good time. We have two thank you notes from campers Gracie Stephenson and Casey Cole, who expressed their appreciation of the church's support.
3. There was a J2A meeting on July 31st. Rebecca Shepherd was in attendance to answer our questions and offer her support. We have a Parent's meeting scheduled as well as a Lock-In for the beginning of the school year. The J2A mentors are Carla Hunt, Linda Ricker, and Lee Kramer. The only Rite 13 mentor who has committed is Teno Bratton, but we have some strong possibilities.

OUTREACH (Steve Moore)

1. No Report

OLD BUSINESS

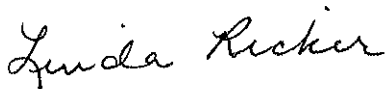
1. Alarm System – still waiting for Jack Speed to be able to meet with Chris Ford of the alarm company to approve installation in the sanctuary.
2. Copy Machine has been ordered, and we currently have a loaner. It will be at least two weeks before the new machine can be delivered, and then someone will come to do training. It will be necessary for our network administrator, Gary Boyce, to be present at that time. Once the new machine is delivered, they will remove the old machine and the loaner.
3. Grateful, Glad, and Giving – focus on Leisure for the month of August- starts this Sunday. This has been coordinated by Connie Harriss. Our Gratitude Angels this month are Pat Bohdan and Cindy Coleman.

NEW BUSINESS

1. The annual Audit of our business records is due to the Diocese by September 1, 2012. We are also conducting the audit as standard practice after Bridgette's completion of her employment as Parish Administrator. Lee has talked to Larry Lyons and will be contacting others interested in helping with this Audit.
2. The Vestry will plan to invite a member of the Architectural Review Committee to talk about their committee, its membership requirements and other criteria.
3. Office Concerns
 - a. Janet Tucker will look into upgrading current DSL to Comcast and report back to the Vestry
 - b. Janet has also looked into switching from aol to g-mail. Google Chrome is free, will require help from Gary Boyce. Janet will schedule this the same day Gary has to come for the copier. Upgrading the computer for the office is another concern, and Janet will talk to Gary about this.
 - c. The interior of the Parish House needs painting and cleaning. The Vestry will plan to get this done before Homecoming.

Next Regular Vestry Meeting will be September 13, 2012, at 7:00 p.m.

Following the Closing Prayer, the meeting adjourned at 9:05 p.m.



Linda Ricker
Register