

# Saint Andrew's Church

## Vestry Minutes

*December 18, 2019*

Attending: John DiDiego, Ann Houghton, Junior Warden Denis Howes, Gretchen Prisock, Senior Warden Louise Stevenson and Tamra Turberville. Absent: Elisa Barr, Richard Rockers and Adam Wilson. Guests: Treasurer Pam Ragon and Search Committee Chair Doug Overbey.

Father John opened the meeting portion of the gathering at 5:45 pm. No agenda was presented since this was a combination vestry meeting and Christmas party. Minutes of the November meeting had been approved by email.

Treasurer Ragon presented the 2019 operating budget report as of November 30. "We are doing exceptionally well," she reported. Several large pledges had been received which "blew the budget out of the water," she said. Including those monies, the operating revenue is almost \$17,000 more than expected. With December funds yet to be calculated (which is normally a time of increased offerings), pledges are above budget by \$5,000; plate offerings are \$1,100 above.

Operating expenses are \$1,000 over budget, but personnel costs and administration are below budget. Repairs and maintenance are \$7,000 over the budgeted amount because of the recent exterior painting of the church building.

Non-operating revenues are up due in part to gains in investments.

Treasurer Ragon expressed the hope that proceeds from the Holiday Bazaar can soon be distributed to the local ministries the church supports with this event and Garden Day. Expense reports seem to be slowing, allowing the distribution.

Speaking of pledges in 2019, Treasurer Ragon said a letter will go out in January, asking those in arrears to fulfill their 2019 promise.

Reporting on the recent pledge fund drive for 2020, she said only five persons who pledged last year have not pledged for 2020.

As of the day of the vestry meeting (Dec. 18), \$243,310 in pledges have been received and will be considered the base operating budget for 2020. Last year's total was \$257,956. Estimated plate income will be \$30,000, as it was in 2019. Facilities use budget will be \$25,200 reflecting renting facility space to the Salvation Army.

Most line items remained in the same vicinity of costs. Clergy compensation remains the same but will of course depend on the real possibility that a rector will be called in 2020. Lay staff

salaries showed a decrease due to the retirement of the sexton, George Brooks. But janitorial service, another line item, reflects the hiring of a cleaning service - \$18,000. Diocesan pledge decreased slightly.

Vestry discussed various details of the yet-to-be written or signed contract with the cleaning service especially pertaining to cleaning for special events, such as Family Promise and additional events when the facilities use policy changes.

Ragon pointed out that the budget, which was recommended by the finance committee at its Tuesday, Dec. 17, meeting, is essentially balanced.

Vestry approved the 2020 budget on motion by Howes, second by Stevenson.

Search committee chair Doug Overbey said the application deadline for possible rectors for St. Andrew's had been extended. Applications had been coming in slowly until Thanksgiving but then there was renewed interest in applying. He told the vestry that the diocese would provide the search committee with a list of approved applicants on Jan. 5. Applicants will provide sermons to be scrutinized by the search committee before being interviewed.

The search committee will reconvene Jan. 12 to conduct teleconferences with those applicants which the committee feels should continue in the process. Televised interviews will be conducted at the Blount County Library's learning center since that facility has all the necessary equipment. Interviews should continue through the month of January.

On or before Ash Wednesday (the last Wednesday in February), the search committee should be able to present the vestry with a name to consider for church rector. Vestry will schedule a called meeting when that occurs.

Overbey said the vestry had approved a budget for the search committee of \$7,500 of which it had expended \$2,050 with most of that going to work on the parish profile. He asked the vestry to allocate another \$2,500 to bring final applicants to Maryville to view the church facilities. He also mentioned that funds will be needed for transition costs.

On motion by Prisock, second by Howes, the vestry allocated the additional funds.

"I cannot thank you enough for your cooperation in this search," Overbey said. "I have been touched and overwhelmed by your help." The vestry has been providing the search committee with refreshments at each of its meetings. He also commended the search committee for its work together.

Overbey and vestry members then discussed procedures after presentation of a name. Vestry should decide "as soon as possible" whether to call that specific person. If not, the process starts over again. If the call is made, negotiations begin about salary (a ballpark figure was provided in the parish profile) and moving plans.

Father John then presented the outgoing members of vestry – Howes, Rockers and Wilson – with presents. Only one, Howes, was present. Other vestry members and the clerk also received gifts from Father John.

“I have very much enjoyed working with this vestry,” he told the group. He said that whenever he assumed the role of interim rector his intention is to shift the power in the organization to allow other people to step forward and become creative.. “It is exciting to see that happen,” he said.

Vestry retreat will be from 9 am to 2 pm, Jan. 11, in the Great Hall. Agenda items will include selection of 2020 senior warden and junior warden; vestry assignments for liaisons with church councils (Father John asked members to talk with him about their desires for assignments in 2020), discussion of short-term goals focusing on what is needed for the new rector.

There usually is a transition period between the interim rector and the beginning of the term of the new rector. “I am not running out the door,” Father John said. There needs to be a space, he said.

Vestry discussed requests which had been received to have an event involving HABILIT dogs. Concern centered around cleaning costs and the job of the new cleaning service. No action was taken.

Meeting adjourned at 7:15 pm.