

All "attachments" referred to in the minutes follow the last page of the minutes.

MINUTES OF THE VESTRY
Otey Memorial Parish Church
August 16, 2013, 6:30 PM
Brooks Hall

Present: Joe Ballard, Rector; Ann Millar, Sr. Warden; Amy Burns, Jr. Warden; Roy Millar, Treasurer; Alex Bruce; Karen Keele; Pratt Paterson; Carol Sampson; Dave Spaulding; Beth Wiley, Clerk

Absent: Steve Blount

Visitor: Gary Sturgis

The meeting began at 6:35 PM with reflection time and the Holy Eucharist.

JULY MEETING MINUTES

Carol moved that the July 2013 meeting minutes be approved as submitted. Dave seconded the motion and it passed by unanimous vote. Carol then asked if the minutes are currently being posted anywhere. Joe indicated that they should be posted and offered to make sure a hard copy is kept by the kitchen in Brooks, near staff & volunteer folders. He will also make sure an electronic copy is posted on the website.

RECTOR'S REPORT

Joe announced that Pratt has concerns about holding the scheduled stewardship work-night next Monday. Pratt offered that he had no full program to share in the way Corky Carlisle did last year, though his committee is hard at work. He asked Vestry members with ideas regarding stewardship to call him. Joe suggested the work-night be cancelled but that Pratt meet with him & with Ann to lay out an overall stewardship plan. The group agreed to cancel the scheduled work session. Carol asked Pratt to send a list of his committee members to the Vestry.

Joe next mentioned some pastoral concerns and ended by announcing that there will be a funeral at Otey just prior to the "Welcome Back" picnic on Sunday.

SENIOR WARDEN'S REPORT - Ann Millar (ATTACHMENT)

Ann announced that this year's nominating committee (out-going Vestry members) has nominated 3 people for the vestry to consider as potential replacements for Theresa Shackelford's position until a replacement can be elected at the annual parish meeting. The group felt good about the nominees after discussion, so Ann asked everyone to rank their order of preference among the candidates named (1-3) on slips of paper. There were seven voting members present; one abstained. Doug Seiters was elected. Ann will contact Doug and notify the Vestry if he agrees to serve.

Next, Ann shared highlights of the Payroll Task Force's discussion and recommendations from the prior night's meeting regarding the Youth Director position. The committee recommends combining the jobs of Youth Director & Christian Formation Director. Pratt then outlined the rationale for this recommendation:

- We can offer a 30 hour per week salaried position with benefits to attract someone who can dedicate full time energy to both programs.
- Finances would be a “wash” even with benefits for one plus a spouse, considering the extra we had been paying our current Youth Director and adjusting the Financial Secretary’s salary to market.
- Committee members felt like this energy & synergy would help the parish grow.

The following points of concern were discussed:

- We could save money in the budget by sticking to current staff positions and adjusting the Youth Director’s salary to market.
- These two positions serve two entirely different populations; keeping their focus separate seems to make more sense.
- The timing for this change is unfortunate given the planning and work already completed for the year by existing staff and their committees, including programming for the kick off picnic scheduled for this Sunday.
- We will be asking existing employees to stay motivated while not knowing if they will still have jobs in two weeks or more.

Joe & Pratt both noted that this combination position is a very common arrangement within parishes. Pratt had even held a position such as this before moving to Sewanee. Amy offered the committee’s acknowledgement that combining the positions might not work. The committee felt that if we cannot find someone interested and qualified, we can always go back to the current model. Dave pointed out that we will be risking the loss of existing part-time employees in taking this chance.

Karen asked about the time frame on this proposal. Ann shared that the PTF committee’s next Meeting is Tuesday, August 27. If approved, the committee will try to finalize a job description and post right away.

Motion: The Payroll Task Force recommended to the Vestry that Otey hire one person for both positions for \$25,000/year with benefits at 30 hours per week. The motion passed five votes to two.

Next Ann reported that the process consultant has talked with Pratt. The consultant stated at one point that the Bishop wants this process to be taken slowly. The consultant hasn’t talked to Rachel or Ann yet. He may have spoken with some other individuals not on our proposed list though. Ann expects his report to be made to the Vestry when complete.

There is a Diocesan workshop for Vestry members and Treasurers being held the weekend of August 24. Roy asked anyone who can attend to register.

JR. WARDEN’S REPORT (ATTACHMENT) – Amy Burns

There were no questions for Amy

TREASURER’S REPORT – Roy Millar (ATTACHMENTS)

We are beginning to see an outflow of capital assets for the new building. First Tennessee bankers have made their 2nd visit and seemed pleased with progress this time. Roy has been

moving funds from our Vanguard account. He thinks we will likely take our first draw on the bank loan in November rather than October. We have received about 78% of pledge payments.

Vestry long form: We just discovered that utilities didn't get charged to the financials this month, though they were paid by electronic bank transfer. Beth will get this corrected. Roy reminded everyone that we are missing some pledges in the budget numbers (those that were received after the budget was passed.) There are also some Christian Education charges showing which need to be moved to Parish Life. Finally, Roy said to expect the property & liability insurance figure to go down as we were billed for the Parish House and this needs to be reduced.

Pratt asked why we had already spent 85% of the communications budget. Roy responded that this was due to the charge for directories. We are no longer mailing Otey Notes, and Frieda has brought our paper costs way down, so he thinks this line item will be okay.

Karen asked if our pledge payments are on schedule. Roy responded that payments are actually ahead of schedule.

Delanna Rhoton is still working on our audit. If it comes in and Roy can get it in electronic form, he will send it to everyone before the next meeting.

CONTINUING BUSINESS - FOCUS AREA REPORTS (ATTACHMENTS)

Construction Committee, Alex Bruce [Attachment] – There were no questions on Drew's report.

Newcomers, Carol [Attachment] –Carol asked the group for permission to spend \$15 on some sample brochures for her newcomer bags. Ann replied that vestry approval is not necessary for items such as this as long as she is within her budget. Alex asked if Carol has a group who is helping her. Carol does not have a committee at this time. She has given out four loaves of home baked bread to new seminarians on personal visits to date.

CAC, Dave [Attachment] – Dave reported that a CAC sub-committee is having a final interview with Betty tomorrow. There is a board meeting on Tuesday at which time they expect to send a formal recommendation to Joe for his final decision. Alex asked Dave to thank Betty for supplying details in her report this month. Karen offered praise for Betty's newly instituted "paper" Sunday each month.

Someone reminded the group that any grant proposals we might want to send to the Dandridge Foundation will be due the end of September. Ann suggested that none go forward until the Rector sees them as Otey needs one voice for submissions. Too many small requests might hurt a bigger one we really want/need. Dave suggested that the submission should come directly from Joe. Roy reminded everyone that Dandridge is very supportive of handicap facilities. All agreed that submissions from the Parish, CAC & Folks at Home should be coordinated through Joe.

Christian Education & Youth Ministry - Unassigned [Attachment] – Ann combined the Christian Education and Youth reports this month. Pratt asked Joe if he will speak with Robin about the direction in which we will head for these two areas. Joe told the group he has already done so and indicated that Robin took the news philosophically.

Ann reported that only three Vestry members have completed Safeguarding God’s Children: Ann, Steve, & Alex. She noted the website showed that Carol had begun her training. Carol assured Ann she did complete all sessions of this training. Ann asked her to get with Betty Carpenter to work out the certification details with the Diocese.

Stewardship, Pratt – Discussed earlier in the meeting.

NEW BUSINESS

None identified.

OLD BUSINESS

None identified.

With no additional business to discuss, Karen moved that the meeting be adjourned at 8:05 PM.

Respectfully submitted,
Beth Wiley, Clerk of the Vestry

ACTION ITEMS	LEAD
Finalize Memorial for Bob Jones	Joe Ballard & Diane Jones
Consider dedicating a wall in the new Parish House for memorial plaques & other special plaques.	Vestry
Invite Bishop Bauerschmidt to participate in dedication of new Parish House	Vestry/Joe Ballard
Discuss recommendation by parishioner to change Vestry election method from non-contested to contested	Joe Ballard/Ann Millar
Create a certificate honoring the Woffords for their many years of service chairing the Shrove Tuesday Pancake Supper	Karen & Joe, Ann & Peggy Peterson
Verify that all college students assisting with Fire on the Mountain and/or Sunday School have had <i>Safeguarding God’s Children</i> training.	Joe/Betty Carpenter
Review Otey’s website for suggested updates. Send suggestions to Frieda & Ann.	Vestry Members
Post a copy of meeting minutes beside kitchen in Brooks and on website.	Joe Ballard/Frieda Gipson
Send a list of Stewardship committee members to the Vestry	Pratt Paterson

Senior Warden's Report
August 15, 2013 Vestry Meeting

Vestry Work Session: We agreed to meet on Monday evening, August 19, from 5 to 8 pm. The focus will be stewardship. Sandwiches, chips and drinks will be provided. Since time is short I am recommending that we work through the meal.

Parish Life: Ann Seiters and Claudia Porter are the new leaders of Parish Life. Many thanks to these dedicated, organized and joyful ladies. They have started planning and have some terrific ideas. Please thank them for being willing to take on this responsibility.

Vestry Nominees: Dave, Steve and I met and came up with a list of possible replacements for Theresa. The Treasurer reviewed our list so the three candidates we will present to you have passed the "pledging member in good standing" test. We will also begin working soon on the process for nominations for new vestry members to be elected at the annual parish meeting on November 17. So far, we have two criteria nominees must meet: (1) Be an active member of the parish. (2) Be a pledging member in good standing.

Process Consultant: Dan Scott has interviewed Pratt, Amy and Joe from the list of names we gave him. He has also talked to others he contacted on his own. He understands that our agreement at this point is for an initial evaluation at \$300. Anything beyond this will be decided after we receive his initial report.

Back to Church Sunday: September 15. We will ask EVERYONE to invite someone to come to church with them on this Sunday. We want as many vestry members as possible to be available between services and after the 11:00 service to meet and greet guests. Parish Life will be asked to have refreshments available at both of these times. Kathy Sturgis is planning hymns appropriate for the day.

Youth Director: We should have a job description ready by the time of the vestry meeting. The meeting for discussion of revision to the job description and plans for implementation was delayed from 8/7 to 8/14 so a report on the status will be late getting to all of you. Look for an email Thursday morning.

Playground: Pratt Paterson and Amy Neubauer will lead a work day one Sunday afternoon in September or October to clean up the playground area. No date has been selected yet.

Diocesan Workshop for Treasurers, Wardens and Vestry: It's not too early to RSVP for the Vestries', Wardens' and Treasurers' Day with Bishop Bauerschmidt, a workshop to be held Saturday, August 24, 9:00 AM-1:30 PM, at St. David's Church, 6501 Pennywell Drive in Nashville. The morning will start with a Eucharist and the bishop will speak about the diocesan vision, entertain questions and close with a Bible study. Following lunch, three breakout sessions will be presented: "Clergy and Church Relations" presented by the bishop and the Rev. Canon Pamela Snare; "Pension and Health Insurance, 2013 and Beyond" presented by Kathy North, Regional Acct. Specialist, Medical Trust; and "Planned Giving to Benefit Your Congregation" presented by Seawell Brandau. Members of parish vestries or mission councils, clergy and other interested parties are invited to attend. RSVP by Tuesday, August 20 via email to Amanda Stephenson at info@edtn.org.

Jr. Warden's Report
August 2013

Otey Buildings

The annual Facilities budget is \$34,950; actuals to date are trending favorable to budget. The treasurer's report will contain official numbers.

The Buildings Committee did not have an August meeting. Our next meeting is September 11th.

Capital Campaign Follow-up Committee

The capital campaign total collected as of August 14 is \$940,313.00, and is 75.8% of the total gifts and pledges expected amount of \$1,240,197.00.

Payroll Task Force

The August 7th meeting was rescheduled for August 14th by the rector. The youth ministry director position description will be discussed and hopefully finalized.

Process Consultant Update

Dan Scott, the process consultant hired by the vestry at Bishop Bauerschmidt's direction, has begun his interviews. There are more interviews to occur in the near future prior to his report to the entire vestry.

Parish Picnic

Jr. Warden and Claudia Porter are heading up the food portion of the August 18th Otey picnic. Signup sheets are out to the parish and the food purchase for the burgers, hotdogs, etc., will take place August 16th.

		Otey Memorial Parish Church					
		Investments and Restricted Account Information					
		Report Date: September 17, 2013					
					<u>Amount</u>	<u>Amount</u>	
					<u>9/17/13</u>	<u>8/31/13</u>	
		Investments:					
		Vanguard			\$576,617	\$670,090	
		Episcopal Endowment Corp.			\$16,020	\$16,020	
		Regions Money Market			\$12,959	\$12,959	
		First Tennessee			\$50,002	\$50,002	
				Total	\$655,598	\$749,071	
		Restricted Accounts/Committed: (balance)					
		Phase II Construction			\$331,038	\$457,748 *	
		Brooks Hall Repair			\$8,715	\$8,715	
		Memorials			\$11,090	\$11,090	
		Sabbatical Reserve			\$14,100	\$14,100	
		CAC			\$6,613	\$6,613	
		Other			\$1,850	\$1,850	
				Total*	\$373,406	\$500,116	
		Capital Campaign Pledge Payments and Gifts: \$955,986*					
		Expenses - Phase II Design/Construction - To Date: \$624,948*					
		Regions Checking account as of Sept 17th = \$94,389.34 and for Aug 31st = \$135,100.23					

**Otey Memorial Parish
 Vestry Long Form
 Fund: Otey Church General Fund
 January to July 2013**

Note: The Report Option to include Open Transactions is selected.

Accounts	MTD Actual 2013	MTD Budget 2013	YTD Actual 2013	YTD Budget 2013	% of Annual Budget Used 2013	Annual Budget 2013
Revenues						
Support From Outside Sources						
4111 - Plate Offerings	\$367.00	\$635.69	\$3,500.32	\$3,964.57	43.75 %	\$8,000.00
4115 - 1/4th Plate to Rector's Discr Fd	\$0.00	\$0.00	(\$783.33)	(\$748.07)	0.00 %	(\$2,000.00)
4131 - Pledge Payments	\$12,409.00	\$18,633.36	\$194,562.00	\$179,143.50	63.29 %	\$307,400.00
4151 - Non-Pledge Gifts	\$430.00	\$1,651.03	\$9,677.65	\$10,926.43	31.22 %	\$31,000.00
4191 - Other Outside Support Revenues	\$1,214.90	\$1,333.06	\$7,834.90	\$9,997.40	48.97 %	\$16,000.00
Total Support From Outside Sources	<u>\$14,420.90</u>	<u>\$22,253.14</u>	<u>\$214,791.54</u>	<u>\$203,283.83</u>	<u>59.60 %</u>	<u>\$360,400.00</u>
Support From Internal Sources						
4511 - Checking Account Interest	\$3.12	\$0.00	\$11.39	\$0.00	0.00 %	\$0.00
4512 - Investment Income	\$0.00	\$0.00	\$7.17	\$0.00	0.00 %	\$0.00
Total Support From Internal Sources	<u>\$3.12</u>	<u>\$0.00</u>	<u>\$18.56</u>	<u>\$0.00</u>	<u>0.00 %</u>	<u>\$0.00</u>
Total Revenues	<u><u>\$14,424.02</u></u>	<u><u>\$22,253.14</u></u>	<u><u>\$214,810.10</u></u>	<u><u>\$203,283.83</u></u>	<u><u>59.60 %</u></u>	<u><u>\$360,400.00</u></u>
Expenses						
Work Outside Congregation						
5111 - Diocesan Assessment	\$2,083.00	\$2,083.33	\$14,581.00	\$14,583.31	58.32 %	\$25,000.00
5121 - Seminary Gift	\$0.00	\$0.00	\$750.00	\$750.00	50.00 %	\$1,500.00
5171 - Stephen Ministry Expenses	\$0.00	\$83.33	\$431.57	\$583.31	43.16 %	\$1,000.00
Total Work Outside Congregation	<u>\$2,083.00</u>	<u>\$2,166.66</u>	<u>\$15,762.57</u>	<u>\$15,916.62</u>	<u>57.32 %</u>	<u>\$27,500.00</u>
Work Within Congregation						
5211 - Work Within Congregation	\$50.49	\$41.67	\$324.47	\$291.69	64.89 %	\$500.00
Programs						
Christian Education						
5311 - Christian Education	\$52.96	\$58.00	\$1,185.00	\$1,066.15	79.00 %	\$1,500.00
5317 - Discernment	\$0.00	\$16.67	\$0.00	\$116.69	0.00 %	\$200.00
Total Christian Education	<u>\$52.96</u>	<u>\$74.67</u>	<u>\$1,185.00</u>	<u>\$1,182.84</u>	<u>69.71 %</u>	<u>\$1,700.00</u>
Parish Life						
5331 - Parish Life	\$25.93	\$118.42	\$311.08	\$442.64	31.11 %	\$1,000.00
Total Parish Life	<u>\$25.93</u>	<u>\$118.42</u>	<u>\$311.08</u>	<u>\$442.64</u>	<u>31.11 %</u>	<u>\$1,000.00</u>
Worship						
5351 - Altar Supplies	\$0.00	\$161.58	\$602.48	\$579.57	66.94 %	\$900.00
5353 - Communion Prep. & Confirmation	\$0.00	\$0.00	\$0.00	\$200.00	0.00 %	\$200.00
5355 - Music	\$94.65	\$179.03	\$457.63	\$915.95	45.76 %	\$1,000.00
5357 - Prayer Books and Materials	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$300.00
5359 - Organ and Piano Maintenance	\$0.00	\$0.00	\$600.00	\$926.54	33.33 %	\$1,800.00
5398 - Pastoral Care	\$55.79	\$0.00	\$149.99	\$750.00	20.00 %	\$750.00
Total Worship	<u>\$150.44</u>	<u>\$340.61</u>	<u>\$1,810.10</u>	<u>\$3,372.06</u>	<u>36.57 %</u>	<u>\$4,950.00</u>
Youth						

Otey Memorial Parish
Vestry Long Form
Fund: Otey Church General Fund
January to July 2013

Note: The Report Option to include Open Transactions is selected.

Accounts	MTD Actual 2013	MTD Budget 2013	YTD Actual 2013	YTD Budget 2013	% of Annual Budget Used 2013	Annual Budget 2013
5371 - Youth Ministry	\$30.83	\$72.33	\$1,220.57	\$1,910.97	40.69 %	\$3,000.00
Total Youth	\$30.83	\$72.33	\$1,220.57	\$1,910.97	40.69 %	\$3,000.00
Total Programs	\$260.16	\$606.03	\$4,526.75	\$6,908.51	42.50 %	\$10,650.00
Operating Expenses						
Salaries & Wages						
5411 - Clergy	\$4,780.92	\$4,780.92	\$33,466.43	\$33,466.44	58.33 %	\$57,371.00
5413 - Seminarian	\$0.00	\$250.00	\$0.00	\$250.00	0.00 %	\$500.00
5415 - Supply Clergy	\$150.00	\$0.00	\$1,200.00	\$1,384.62	60.00 %	\$2,000.00
5421 - Youth Minister	\$1,485.42	\$1,464.26	\$10,397.93	\$10,503.73	58.33 %	\$17,825.00
5431 - Organ & Choir	\$734.67	\$686.67	\$4,854.68	\$4,806.69	58.92 %	\$8,240.00
5432 - Supply Organ	\$0.00	\$50.00	\$300.00	\$350.00	50.00 %	\$600.00
5451 - Child Care	\$399.19	\$283.95	\$2,324.21	\$2,927.31	46.48 %	\$5,000.00
5461 - Dir. Christian Formation	\$1,035.17	\$1,035.17	\$7,246.18	\$7,246.19	58.33 %	\$12,422.00
5471 - CAC Director (Otey)	\$1,416.67	\$1,416.67	\$9,916.69	\$9,916.69	58.33 %	\$17,000.00
5481 - Office Staff	\$2,666.67	\$2,666.67	\$18,666.69	\$18,666.69	58.33 %	\$32,000.00
5486 - Financial Staff	\$1,048.00	\$1,048.00	\$7,336.00	\$7,336.00	58.33 %	\$12,576.00
5493 - Otey Notes	\$266.67	\$266.67	\$1,866.69	\$1,866.69	58.33 %	\$3,200.00
Total Salaries & Wages	\$13,983.38	\$13,948.98	\$97,575.50	\$98,721.05	57.83 %	\$168,734.00
Employee Benefits						
5511 - Clergy Pension	\$4,185.96	\$3,221.25	\$12,557.88	\$12,562.50	74.97 %	\$16,750.00
5521 - Clergy Insurance	\$1,182.11	\$1,183.33	\$8,589.77	\$8,283.31	60.49 %	\$14,200.00
5526 - Clergy Housing & Utility Allow.	\$2,534.66	\$2,500.00	\$17,742.62	\$17,500.00	59.14 %	\$30,000.00
5531 - Clergy - SECA Payments	\$567.10	\$583.33	\$3,969.70	\$4,083.31	56.71 %	\$7,000.00
5551 - Staff Payroll Taxes	\$688.85	\$691.67	\$4,785.96	\$4,841.69	57.66 %	\$8,300.00
5561 - Staff Pension	\$240.00	\$416.67	\$1,680.00	\$2,916.69	33.60 %	\$5,000.00
5571 - Staff Insurance	\$648.40	\$691.67	\$4,386.80	\$4,841.69	52.85 %	\$8,300.00
Total Employee Benefits	\$10,047.08	\$9,287.92	\$53,712.73	\$55,029.19	59.98 %	\$89,550.00
Insurance						
5611 - Property & Liability Insurance	\$3,933.65	\$6,500.00	\$6,211.65	\$6,500.00	95.56 %	\$6,500.00
5631 - Workers Compensation	\$0.00	\$0.00	(\$423.00)	(\$58.94)	0.00 %	\$2,000.00
Total Insurance	\$3,933.65	\$6,500.00	\$5,788.65	\$6,441.06	68.10 %	\$8,500.00
Facilities Expenses						
5711 - Repairs & Maintenance	\$0.00	\$208.33	\$387.30	\$1,458.31	15.49 %	\$2,500.00
5751 - Contracted Services	\$890.00	\$928.73	\$7,202.00	\$7,595.06	53.35 %	\$13,500.00
5761 - Furnishings	\$0.00	\$166.67	\$0.00	\$1,166.69	0.00 %	\$2,000.00
5771 - Supplies	\$106.78	\$41.87	\$325.24	\$456.57	43.37 %	\$750.00
5781 - Electricity	\$0.00	\$955.59	\$2,280.29	\$5,127.54	29.61 %	\$7,700.00
5783 - Gas	\$0.00	\$83.52	\$1,639.06	\$2,262.21	54.64 %	\$3,000.00
5785 - Water & Sewer	\$0.00	\$388.08	\$686.58	\$1,715.84	27.46 %	\$2,500.00

Otey Memorial Parish
Vestry Long Form
Fund: Otey Church General Fund
January to July 2013

Note: The Report Option to include Open Transactions is selected.

Accounts	MTD Actual 2013	MTD Budget 2013	YTD Actual 2013	YTD Budget 2013	% of Annual Budget Used 2013	Annual Budget 2013
5790 - Grounds Maintenance	\$0.00	\$215.31	\$1,375.00	\$1,901.92	45.83 %	\$3,000.00
Total Facilities Expenses	<u>\$996.78</u>	<u>\$2,988.10</u>	<u>\$13,895.47</u>	<u>\$21,684.14</u>	39.76 %	<u>\$34,950.00</u>
Office Services						
5811 - Audit	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$4,900.00
5821 - Computer Expenses	\$0.00	\$250.00	\$1,410.27	\$1,750.00	47.01 %	\$3,000.00
5831 - Copying expenses	\$208.59	\$250.00	\$1,650.89	\$1,750.00	55.03 %	\$3,000.00
5841 - Office Supplies	\$329.35	\$208.33	\$1,051.38	\$1,458.31	42.06 %	\$2,500.00
5851 - Office Equipment Purchases	\$0.00	\$41.67	\$24.00	\$291.69	4.80 %	\$500.00
5861 - Postage	\$1.84	\$49.48	\$129.58	\$347.59	21.60 %	\$600.00
5871 - Telephone	\$505.14	\$500.00	\$3,504.13	\$3,500.00	58.40 %	\$6,000.00
5891 - Miscellaneous Expense	\$0.00	\$41.67	\$662.51	\$291.69	132.50 %	\$500.00
Total Office Services	<u>\$1,044.92</u>	<u>\$1,341.15</u>	<u>\$8,432.76</u>	<u>\$9,389.28</u>	40.16 %	<u>\$21,000.00</u>
Organizational Expenses						
5911 - Clergy Car Expense	\$499.05	\$497.06	\$2,004.20	\$1,527.14	80.17 %	\$2,500.00
5921 - Continuing Education	\$0.00	\$0.00	\$605.30	\$744.53	30.26 %	\$2,000.00
5931 - Convention & Travel	\$0.00	\$0.00	\$1,022.51	\$1,500.00	68.17 %	\$1,500.00
5941 - Ministering to New Members	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$300.00
5961 - Publications	\$0.00	\$0.00	\$509.85	\$121.10	50.98 %	\$1,000.00
5971 - Communications	\$35.60	\$83.33	\$843.25	\$583.31	84.32 %	\$1,000.00
5981 - Stewardship	\$0.00	\$0.00	\$137.00	\$134.46	9.13 %	\$1,500.00
5999 - Vestry	\$0.00	\$0.00	\$287.98	\$704.60	28.80 %	\$1,000.00
Total Organizational Expenses	<u>\$534.65</u>	<u>\$580.39</u>	<u>\$5,410.09</u>	<u>\$5,315.14</u>	50.09 %	<u>\$10,800.00</u>
Total Operating Expenses	<u>\$30,540.46</u>	<u>\$34,646.54</u>	<u>\$184,815.20</u>	<u>\$196,579.86</u>	55.41 %	<u>\$333,534.00</u>
Total Work Within Congregation	<u>\$30,851.11</u>	<u>\$35,294.24</u>	<u>\$189,666.42</u>	<u>\$203,780.06</u>	55.03 %	<u>\$344,684.00</u>
Total Expenses	<u>\$32,934.11</u>	<u>\$37,460.90</u>	<u>\$205,428.99</u>	<u>\$219,696.68</u>	55.20 %	<u>\$372,184.00</u>
Net Total	(\$18,510.09)	(\$15,207.76)	\$9,381.11	(\$16,412.85)	0.00 %	(\$11,784.00)
Other Expenses						
7311 - Sabbatical Reserve Provision	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$600.00
7711 - Payment of Debt budget	\$0.00	\$416.67	\$0.00	\$2,916.69	0.00 %	\$5,000.00
Total Other Expenses	<u>\$0.00</u>	<u>\$416.67</u>	<u>\$0.00</u>	<u>\$2,916.69</u>	0.00 %	<u>\$5,600.00</u>
Net Operating Total	(\$18,510.09)	(\$15,624.43)	\$9,381.11	(\$19,329.54)	0.00 %	(\$17,384.00)

Report on Parish Hall Construction
August 16, 2013 Vestry Meeting

Drew Sampson send the note below as a report/update; coupled with the weekly updates, I think it makes a reasonable construction update

“From a physical construction perspective, there is really very little new news. This weeks completes about 95% of the foundation work (pouring of concrete / laying of block). The relevance is, the remaining work now will be less impacted by the weather.

The only issue of concern is the physical placement of the various elements that have to be installed just below the exposed floor joist downstairs. Even though the current drawings demonstrate "where" they (duct work, vents, electrical conduit, plumbing, etc.) are to go, the actual space doesn't always allow for them. RVC has suggested how to deal with the issue, but the TN fire marshal want redrawn plans that reflect solutions, for their approval. Just another hurdle to clear!”

Newcomer's Report for Vestry August 15, 2013

Hello to All

I have ordered for free from Episcopal Relief and Development three items: a bookmark, an envelope for giving, and a brochure about Episcopal Relief and Development. I just contributed my payment in shipping. I was just so excited to see the items were free, and we may decide the items would look nice in the Newcomer bag.

Also, I contacted Ginny Capel and she offered to bake four small loaves of bread (one batch) for 10.00. We talked about this in vestry as a nice way to welcome newcomers, and so I hope the vestry will approve of the \$10.00 expense to check out this bread and see if we would like to continue. I will put the loaves marked for newcomers and preserve in the freezer.

The last item to report on is my exploration (for two days) of the newcomer pamphlets printed by Forward Day by Day just for churches to put out for newcomers. There is quite a variety to choose from and they all come in packages of 5 at a cost of .50 per package up to 2.50 per pack of 5. I narrowed it down to seven different ones I would like to order so that the Vestry could look at them and see which they like. The cost for the seven different packages would be \$10.50 plus there will be a shipping cost of approximately \$4.50, for a total of \$15.00. I think this is well worth the money and would like the vestry's approval to order. The titles of the brochures are: Briefly About Baptism, Discovering the Episcopal Church, The Episcopal Church, Family Prayer, An Outline of the Faith, Welcome to the Episcopal Church, and 5 Marks of Mission (written by the Presiding Bishop).

My next step is to start composing information about Otey Parish describing all our ministries following the design of the booklet I received from St. Peter's and showed at last vestry meeting. This will take some time, but it is possible as all things are with God and good help.

Respectfully submitted, Carol Sampson

CAC REPORT TO VESTRY
August 2013

CAC continues in our attempt to assist those of our community who are in desperate need. It is good that we are busy but also an indicator of the level of poverty in the Sewanee Community. Our client base has increased and we are now getting more clients from Sherwood. We continue to work with several clients who are or soon will be homeless. Volunteers distributed 120 bags of groceries.

CAC spent :

\$1,108.00- Second Harvest Food Bank

\$1,493. –Utilities (Water, Electricity)

\$496.00-Housing Assistance

CAC plans to apply for Grants from Community Chest and
Cumberland Plateau Fund

Betty Carpenter

Christian Education/Youth Ministry Focus
Area Report August 16, 2013 Vestry Meeting

1. Sunday School: Classes for adults and children begin on August 25.
2. Nursery: We have two approved workers for the nursery: Sheila Layne and Stephanie Faxon, although one of the two does not have a background check on file. Robin will get a copy from the Diocese or request a new one ASAP.
3. Godly Play teachers for GPI will be Rebecca and Chris Van deVen, for GPII, Barbara Prunty and Peggy Peterson and for GPIII, Larry Barker and persons yet to be named. It is hoped that training for these teachers will be held on August 24.
4. Adults: There are two definite offerings for Sunday mornings. Pete Trenchi will continue to lead the Lectionary Class. A new series called Hunger: Faith in Action is to run through December, perhaps longer. A planning schedule for the Hunger series is attached. Carol Sampson has volunteered to lead another small group program if there is sufficient interest. This is to be determined by sign-up at the cookout on Sunday.
5. Bible Challenge Group: This is a small group reading the Bible in a year. They meet on Sunday afternoons to discuss their reading.
6. Faith and Film Series. Meets on the last Friday of the month at SUT or in Brooks to watch a movie followed by discussion. The schedule so far is: August, "A Place at the Table, discussion to be led by Kathryn and Alex Bruce; September: Babette's Feast, discussion to be led by Robin Reed; and October: The Hunger Games, discussion leader TBA.
7. Fire on the Mountain: First meeting is scheduled for September 15 coinciding with the special Diocesan Youth Summit to be held here on the mountain. 19 FotM youth are returning from last year representing Otey (7), St James (5), and other denominations or un-churched (7).
8. College students interning with Fire on the Mountain: Mary Ottley and another student to be selected by the University. The Request for Information Form from the University on Mary has not been reviewed by Betty and Joe and is, thus, not on file for her.
9. Volunteers assisting with Fire on the Mountain: Beth Charlton, Amy and Neil Patterson, Peter Trenchi.
10. The following individuals volunteering or employed at Otey have completed Safeguarding Online training: Steve Blount, Alex Bruce, Betty Carpenter, Beth Charlton, Stephanie Faxon, Frieda Gipson, Sheila Layne, Ann Millar. Peter Trenchi.