

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

MINUTES OF THE VESTRY
Otey Memorial Parish Church
June 20, 2013, 6:30 PM
Brooks Hall

Present: Joe Ballard, Rector; Ann Millar, Sr. Warden; Amy Burns, Jr. Warden; Roy Millar, Treasurer; Steve Blount; Alex Bruce; Carol Sampson; Dave Spaulding

Absent: Karen Keele; Pratt Paterson; Theresa Shackelford; Beth Wiley, Clerk

The meeting began at 6:30 PM with the Holy Eucharist

The May 2013 meeting minutes were unanimously approved as submitted.

RECTOR'S REPORT

Joe announced that Lisa Rung has resigned from her position as Financial Secretary effective August 1, 2013. Beth has volunteered to take the position on an interim, trial basis at least until December 2013 as a gift to the Capital Campaign/operating budget, debt service.

Laura Willis will be giving the sermon at both services on Sunday.

Motion: Dave Spaulding made a motion that any loose plate offering on Sunday, June 23 be given to the CAC. The motion was approved.

Joe announced that he has begun attending Sewanee Business Alliance meetings in order to have Otey represented in publications, advertisements, etc. Also noteworthy was a visit Joe had from the National Director of Episcopal Peace Fellowship this past month. He mentioned that the Stephen Ministry training class is now half-way through their program, then highlighted a few pastoral concerns before segueing into results of the Bishop's meeting with the Rector & Wardens.

Joe reported that following his evaluation ordered by Bishop Bauerschmidt, he has made his first appointment with a counselor also chosen by the Bishop.

SENIOR WARDEN'S REPORT - Ann Millar (ATTACHMENT)

Ann read a letter written to her by Bishop Bauerschmidt. In it, the bishop listed two specific recommendations. First, Joe should have continued counseling to deal with issues of stress. Second, Otey should work with a process consultant to work through "multiple issues." Bishop Bauerschmidt identified Chaplain Dan Scott of Baylor School for this collaboration. Ann talked with Dan on the phone and Joe met with him on Tuesday, June 18. Vestry members questioned the point of this exercise as Otey is expected to pay for this service and both Joe & Ann had different understandings of what Dan may charge. Given our current deficit budget, members wished to better understand expected outcomes.

It was decided that Dave Spaulding would contact Dan to see if he could get more specifics on the goal(s) of the exercise and also more specifics on the cost. Ann will contact the Bishop to get more clarification on what the multiple issues he mentioned might be and if they might involve former vestry members. Alex suggested Vestry members think about all of this through the month and that the group might benefit from a meeting with Joe not present.

Motion: Steve made a motion that the Vestry hold off on any decision involving the Bishop's recommendation until the results of Dave's and Ann's contacts are known. The motion carried.

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

Carol asked Amy for a list of people who have begun attending Otey since the Capital Campaign was held. Amy will forward the list she has obtained.

TREASURER'S REPORT – Roy Millar (ATTACHMENTS)

Roy mentioned that we have just received our second bill from RVC, approximately \$81,000. This figure is not reflected in his Vestry reports which were prepared earlier in the week. There was minimal discussion on financial reports this month. Roy is checking on a few line items which are significantly over or under budget.

CONTINUING BUSINESS - FOCUS AREA REPORTS (ATTACHMENTS)

Construction Committee, Alex Bruce [Attachment] – Alex verbally amended his written report as an unforeseen problem with the Parish House foundation was identified after it was prepared. This structural problem was just uncovered and will likely cost an additional \$100,000 to repair as well as an additional 3-4 months of construction time. Joe has already talked with Larry Sims about the expected delay.

Newcomers, Carol [Attachment] – Carol discussed her report and showed 2 sample pamphlets for newcomers created by other churches.

CAC, Dave [Attachment] – Carol asked if the group could get more specific details in coming months such as amounts of money spent. Dave will request this for next month's report.

Christian Education, Theresa [Attachment] – Joe noted that the new Sunday School schedule distributed with Vestry reports is not official yet. Christian Education classes will likely start earlier than in past years, though. The survey Robin's committee plans to send was discussed.

Stewardship, Pratt [Attachment] – Pratt's report mentioned a possible survey also. Carol asked what happened to the surveys Vestry members took some months ago. The group decided to hold off on a survey to see if we could combine efforts. Stewardship will be discussed in more detail at the next meeting.

NEW BUSINESS

None identified.

OLD BUSINESS

Youth Ministry, Theresa – Alex had prepared a motion regarding college youth assisting with our program:

Motion: College students working or volunteering with children and/or youth programs at Otey must, each semester, release their conduct record to the appropriate staff at Otey.

The motion was approved. Alex will draft the statement which must be taken by each student to the Dean's Office. It would then be mailed back to the Rector.

Alex also asked if we could get more specifics in the Youth Ministry report such as a breakdown of the number of attendees at events from Otey Parish, St. James, and other.

With no other business to discuss, the meeting was adjourned.

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.	Full Vestry
Draft statement of disciplinary action for college youth volunteers	Alex Bruce

Senior Warden's Report
for the June 20, 2013 Vestry Meeting

Message from the Bishop: Amy and I have an update from the Bishop to read to you at the meeting. We will discuss his topic at the meeting.

Otey Website: As of this writing, Alex, Pratt and Carol are the only vestry members who have reviewed the website and sent in comments. Theirs have been excellent and useful. Let's all please remember to review the website before the end of the month and send in our comments.

Payroll Task Force: We have met twice since the last vestry meeting, May 22 and June 12. We made a decision to work on detailed job descriptions for each staff position and to analyze work hours and compensation based on these. We started with the position of financial assistant and are moving to youth ministry director next. There will be additional announcements at the meeting relative to these matters.

Parish Life: The need for person(s) to lead and to serve on a committee grows more urgent by the day. Amy and I have some ideas and we have approached some individuals about serving. If any of you would like to serve on the committee or have suggestions for members, please tell Amy and/or me.

Diocesan Workshop for Treasurers, Wardens and Vestry: This is the second annual of these events and will be held on August 24 at St David's in Nashville. We did not attend last year because it was scheduled on the same day as one of our quarterly work days. Registration is not due until the week of the event, but, if any of you are interested, I wanted you to have the date so you could put it on your calendars.

Jr. Warden's Report
June 2013

Otey Buildings

The annual Facilities budget is \$34,950; May YTD actuals are tracking 32% of annual budget.

The Buildings Committee met June 12th and will be looking further into the light flickering issue in Brooks Hall and lights in church. The committee also plans to meet with the cleaning team in the next month. The Committee is in agreement that Brooks Hall will not be used for any youth overnights during the construction period of the new Parish House, and has communicated this policy to the Youth Ministry Director.

Capital Campaign Follow-up Committee

Collections to the capital campaign are \$902,699.70 which is 72.77% of the total gifts and pledges expected amount of \$1,240,410.74.

The Follow-up Committee met on May to discuss the status of the campaign and the approach to take with newcomers who have come to Otey since the initial campaign. The Sr. Warden and I are going to meet with this group again in July to discuss the committee's concerns and finalize an approach to the newcomers identified at this point.

Payroll Task Force

We met May 22nd and June 12th. We have completed the description and analysis of the financial assistant and are just beginning work on the youth ministry director position. The plan is to review all staff positions in this process.

Otey Memorial Parish
Analysis of Revenues & Expenses / Vestry Format
Fund: Otey Church General Fund
January to May 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	\$579.00	\$547.02	\$2,743.32	\$2,850.79	34.29 %	\$8,000.00
4115 - 1/4th Plate to Rector's Discr Fd	\$0.00	\$0.00	(\$478.08)	(\$444.16)	0.00 %	(\$2,000.00)
4131 - Pledge Payments	\$50,898.00	\$35,606.49	\$154,809.00	\$147,114.25	50.36 %	\$307,400.00
4151 - Non-Pledge Gifts	\$740.00	\$2,188.82	\$5,869.00	\$8,563.45	18.93 %	\$31,000.00
4191 - Other Outside Support Revenues	\$1,000.00	\$1,903.59	\$5,445.00	\$7,439.43	34.03 %	\$16,000.00
Total Support From Outside Sources	<u>\$53,217.00</u>	<u>\$40,245.92</u>	<u>\$168,388.24</u>	<u>\$165,523.76</u>	<u>46.72 %</u>	<u>\$360,400.00</u>
Support From Internal Sources						
4511 - Checking Account Interest	\$0.00	\$0.00	\$8.27	\$0.00	0.00 %	\$0.00
4512 - Investment Income	\$2.85	\$0.00	\$4.11	\$0.00	0.00 %	\$0.00
Total Support From Internal Sources	<u>\$2.85</u>	<u>\$0.00</u>	<u>\$12.38</u>	<u>\$0.00</u>	<u>0.00 %</u>	<u>\$0.00</u>
Total Revenues	<u><u>\$53,219.85</u></u>	<u><u>\$40,245.92</u></u>	<u><u>\$168,400.62</u></u>	<u><u>\$165,523.76</u></u>	<u><u>46.73 %</u></u>	<u><u>\$360,400.00</u></u>
Expenses						
Work Outside Congregation						
5111 - Diocesan Assessment	\$2,083.00	\$2,083.33	\$10,415.00	\$10,416.65	41.66 %	\$25,000.00
5121 - Seminary Gift	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$1,500.00
5171 - Stephen Ministry Expenses	\$0.00	\$83.33	\$431.57	\$416.65	43.16 %	\$1,000.00
Total Work Outside Congregation	<u>\$2,083.00</u>	<u>\$2,166.66</u>	<u>\$10,846.57</u>	<u>\$10,833.30</u>	<u>39.44 %</u>	<u>\$27,500.00</u>
Work Within Congregation						
5211 - Work Within Congregation	\$0.00	\$41.67	\$273.98	\$208.35	54.80 %	\$500.00
Programs						
Christian Education						
5311 - Christian Education	\$425.24	\$412.05	\$1,132.04	\$1,008.15	75.47 %	\$1,500.00
5317 - Discernment	\$0.00	\$16.67	\$0.00	\$83.35	0.00 %	\$200.00
Total Christian Education	<u>\$425.24</u>	<u>\$428.72</u>	<u>\$1,132.04</u>	<u>\$1,091.50</u>	<u>66.59 %</u>	<u>\$1,700.00</u>
Parish Life						
5331 - Parish Life	(\$40.21)	\$36.16	\$162.35	\$258.43	16.23 %	\$1,000.00
Total Parish Life	<u>(\$40.21)</u>	<u>\$36.16</u>	<u>\$162.35</u>	<u>\$258.43</u>	<u>16.23 %</u>	<u>\$1,000.00</u>
Worship						
5351 - Altar Supplies	\$0.00	\$136.80	\$602.48	\$417.99	66.94 %	\$900.00
5353 - Communion Prep. & Confirmation	\$0.00	\$0.00	\$0.00	\$200.00	0.00 %	\$200.00
5355 - Music	\$0.00	\$156.99	\$323.03	\$736.92	32.30 %	\$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	\$926.54	\$600.00	\$926.54	33.33 %	\$1,800.00
5398 - Pastoral Care	\$0.00	\$0.00	\$45.95	\$750.00	6.13 %	\$750.00
Total Worship	<u>\$0.00</u>	<u>\$1,220.33</u>	<u>\$1,571.46</u>	<u>\$3,031.45</u>	<u>31.75 %</u>	<u>\$4,950.00</u>
Youth						

Otey Memorial Parish
Analysis of Revenues & Expenses / Vestry Format
Fund: Otey Church General Fund
January to May 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	\$52.68	\$246.70	\$636.30	\$1,683.59	21.21 %	\$3,000.00
Total Youth	\$52.68	\$246.70	\$636.30	\$1,683.59	21.21 %	\$3,000.00
Total Programs	\$437.71	\$1,931.91	\$3,502.15	\$6,064.97	32.88 %	\$10,650.00
Operating Expenses						
Salaries & Wages						
5411 - Clergy	\$4,780.92	\$4,780.92	\$23,904.59	\$23,904.60	41.67 %	\$57,371.00
5413 - Seminarian	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$500.00
5415 - Supply Clergy	\$0.00	\$692.31	\$750.00	\$1,153.85	37.50 %	\$2,000.00
5421 - Youth Minister	\$1,485.42	\$1,718.17	\$7,427.09	\$7,575.21	41.67 %	\$17,825.00
5431 - Organ & Choir	\$686.67	\$686.67	\$3,433.34	\$3,433.35	41.67 %	\$8,240.00
5432 - Supply Organ	\$150.00	\$50.00	\$300.00	\$250.00	50.00 %	\$600.00
5451 - Child Care	\$298.17	\$403.58	\$1,594.85	\$2,278.04	31.90 %	\$5,000.00
5461 - Dir. Christian Formation	\$1,035.17	\$1,035.17	\$5,175.84	\$5,175.85	41.67 %	\$12,422.00
5471 - CAC Director (Otey)	\$1,416.67	\$1,416.67	\$7,083.35	\$7,083.35	41.67 %	\$17,000.00
5481 - Office Staff	\$2,666.67	\$2,666.67	\$13,333.35	\$13,333.35	41.67 %	\$32,000.00
5486 - Financial Staff	\$1,048.00	\$1,048.00	\$5,240.00	\$5,240.00	41.67 %	\$12,576.00
5493 - Otey Notes	\$266.67	\$266.67	\$1,333.35	\$1,333.35	41.67 %	\$3,200.00
Total Salaries & Wages	\$13,834.36	\$14,764.83	\$69,575.76	\$70,760.95	41.23 %	\$168,734.00
Employee Benefits						
5511 - Clergy Pension	\$0.00	\$0.00	\$8,371.92	\$9,341.25	49.98 %	\$16,750.00
5521 - Clergy Insurance	\$1,339.61	\$1,183.33	\$6,225.55	\$5,916.65	43.84 %	\$14,200.00
5526 - Clergy Housing & Utility Allow.	\$2,534.66	\$2,500.00	\$12,673.30	\$12,500.00	42.24 %	\$30,000.00
5531 - Clergy - SECA Payments	\$567.10	\$583.33	\$2,835.50	\$2,916.65	40.51 %	\$7,000.00
5551 - Staff Payroll Taxes	\$681.11	\$691.67	\$3,413.54	\$3,458.35	41.13 %	\$8,300.00
5561 - Staff Pension	\$240.00	\$416.67	\$1,200.00	\$2,083.35	24.00 %	\$5,000.00
5571 - Staff Insurance	\$648.40	\$691.67	\$3,090.00	\$3,458.35	37.23 %	\$8,300.00
Total Employee Benefits	\$6,010.88	\$6,066.67	\$37,809.81	\$39,674.60	42.22 %	\$89,550.00
Insurance						
5611 - Property & Liability Insurance	\$0.00	\$0.00	\$2,278.00	\$0.00	35.05 %	\$6,500.00
5631 - Workers Compensation	(\$423.00)	\$0.00	(\$423.00)	(\$58.94)	0.00 %	\$2,000.00
Total Insurance	(\$423.00)	\$0.00	\$1,855.00	(\$58.94)	21.82 %	\$8,500.00
Facilities Expenses						
5711 - Repairs & Maintenance	\$0.00	\$208.33	\$321.54	\$1,041.65	12.86 %	\$2,500.00
5751 - Contracted Services	\$1,310.00	\$1,367.99	\$5,137.00	\$5,452.08	38.05 %	\$13,500.00
5761 - Furnishings	\$0.00	\$166.67	\$0.00	\$833.35	0.00 %	\$2,000.00
5771 - Supplies	\$14.32	\$93.44	\$218.46	\$361.01	29.13 %	\$750.00
5781 - Electricity	\$309.05	\$590.83	\$2,039.81	\$3,481.33	26.49 %	\$7,700.00
5783 - Gas	\$14.00	\$112.13	\$1,521.37	\$2,090.20	50.71 %	\$3,000.00
5785 - Water & Sewer	\$71.42	\$201.41	\$568.24	\$1,039.92	22.73 %	\$2,500.00

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5790 - Grounds Maintenance	\$0.00	\$322.97	\$1,225.00	\$1,471.30	40.83 %	\$3,000.00
Total Facilities Expenses	<u>\$1,718.79</u>	<u>\$3,063.77</u>	<u>\$11,031.42</u>	<u>\$15,770.84</u>	31.56 %	<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	\$339.79	\$250.00	\$1,254.02	\$1,250.00	41.80 %	\$3,000.00
5831 - Copying expenses	\$214.42	\$250.00	\$1,233.71	\$1,250.00	41.12 %	\$3,000.00
5841 - Office Supplies	\$246.35	\$208.33	\$722.03	\$1,041.65	28.88 %	\$2,500.00
5851 - Office Equipment Purchases	\$0.00	\$41.67	\$24.00	\$208.35	4.80 %	\$500.00
5861 - Postage	\$0.00	\$0.00	\$127.74	\$298.11	21.29 %	\$600.00
5871 - Telephone	\$645.31	\$500.00	\$2,530.11	\$2,500.00	42.17 %	\$6,000.00
5891 - Miscellaneous Expense	\$0.00	\$41.67	\$313.99	\$208.35	62.80 %	\$500.00
Total Office Services	<u>\$1,445.87</u>	<u>\$1,291.67</u>	<u>\$6,205.60</u>	<u>\$6,756.46</u>	29.55 %	<u>\$21,000.00</u>
Organizational Expenses						
5911 - Clergy Car Expense	\$0.00	\$1,030.08	\$737.35	\$1,030.08	29.49 %	\$2,500.00
5921 - Continuing Education	\$15.30	\$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	\$121.10	\$348.90	\$121.10	34.89 %	\$1,000.00
5971 - Communications	\$235.60	\$83.33	\$726.05	\$416.65	72.60 %	\$1,000.00
5981 - Stewardship	\$0.00	\$0.00	\$137.00	\$134.46	9.13 %	\$1,500.00
5991 - Public Relations & Promotions	\$0.00	\$0.00	\$348.52	\$0.00	0.00 %	\$0.00
5999 - Vestry	\$0.00	\$358.70	\$287.98	\$704.60	28.80 %	\$1,000.00
Total Organizational Expenses	<u>\$250.90</u>	<u>\$1,593.21</u>	<u>\$4,213.61</u>	<u>\$4,651.42</u>	39.01 %	<u>\$10,800.00</u>
Total Operating Expenses	<u>\$22,837.80</u>	<u>\$26,780.15</u>	<u>\$130,691.20</u>	<u>\$137,555.33</u>	39.18 %	<u>\$333,534.00</u>
Total Work Within Congregation	<u>\$23,275.51</u>	<u>\$28,753.73</u>	<u>\$134,467.33</u>	<u>\$143,828.65</u>	39.01 %	<u>\$344,684.00</u>
Total Expenses	<u>\$25,358.51</u>	<u>\$30,920.39</u>	<u>\$145,313.90</u>	<u>\$154,661.95</u>	39.04 %	<u>\$372,184.00</u>
Net Total	\$27,861.34	\$9,325.53	\$23,086.72	\$10,861.81	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	\$2,083.35	0.00 %	\$5,000.00
Total Other Expenses	<u>\$0.00</u>	<u>\$416.67</u>	<u>\$0.00</u>	<u>\$2,083.35</u>	0.00 %	<u>\$5,600.00</u>
Net Operating Total	\$27,861.34	\$8,908.86	\$23,086.72	\$8,778.46	0.00 %	(\$17,384.00)

**Construction Committee Report
June 2013**

The Committee has been deliberating, via e-mail, about how best to respond to the request from the architects (McKelvey and Marchetti) for additional payments because the project is taking longer than originally planned. The consensus of the committee so far is that we should not have to pay the architect more money primarily because the scope of the project has not changed.

Alexander M. Bruce,

Newcomer's Vestry Report
June 20, 2013

As of this meeting I have mailed 5 cards to newcomers/visitors using the information from the Visitor info cards in the church pews. I will submit copies of these letters to Joe for feedback and to share information.

I recently had the opportunity to attend St. Peter Episcopal Church in the Chattanooga area and Carter Paden, the rector, handed me their newcomer information. I would like a few minutes to share their format and discuss whether Pam Byerly could be helpful in designing our information packets realizing that cost is a consideration.

In one folder, much of the information was possibly free from Forward Day by Day including a few prayers and a bookmark. My plan is to contact the diocesan office and ERD, etc. for free items.

Meanwhile, while this information is being gathered into some type of format, I had coffee with Jo Ann Barker, and she suggested, and I believe we discussed in our Vestry meeting, taking a fresh baked loaf of bread to newcomers. People really seemed to like this gesture of welcome and care. We could start doing this in July if approved.

Respectfully submitted, Carol Sampson

CAC REPORT JUNE 2013

Things continue to go well with the day to day operations. Clients continue to come for assistance and weekly new clients are added to the rolls. We received a 1,400 pound shipment of food from Second Harvest on 5-31-13 and the shelves are nearly bare. The next shipment will factor in that school age children are out of school for the summer adding two additional meals per house-hold per day. The free perishable food route has proven to be successful and volunteers are in place on the 3rd Saturday for distribution. Two new volunteers are now trained and three individuals have indicated an interest in volunteering.

Fire on the Mountain assisted in unloading the last food shipment and helped pack groceries as part of "Mission on the Mountain Week." The plea for paper products yielded a good supply but again these items seem to fly off of the shelves.

The Laura Willis book, "Finding God in a Bag of Groceries" sheds a positive light on the work of CAC. Please encourage your friends to buy the book.

The Cumberland Plateau Fund is due in October. It would be good to have a grants committee to ensure that all submitted grants are strong ones.

Request has been made to the Treasurer's office for remaining funds (\$6000) from Community Chest.

CORE FUNCTIONS:

Utilities Assistance-25

Phone-2

Gas for Medical Appointments out of Town-2

Prescription Medication-1

Home Visits by Interim-Director-3

Submitted by,
Betty Carpenter

Christian Education
June 2013

The Christian Formation group met Friday, June 14. Below are items discussed:

1. Survey to see what people want in Christian Ed. was discussed. There were mixed reviews but it was decided to go forward with doing the survey using Survey Monkey. Robert Black is taking charge and it should be ready in the next several weeks.
2. Second movie night will be at 6pm on June 28 at Brook's Hall – "Pizza and a Movie". The movie will be To Kill a Mockingbird with Bill Hethcock moderating. Also planning a third movie night on July 12 with the movie Up. Details to follow.
3. Attached is the proposed Advent calendar. The committee would like to start Sunday School early this year in conjunction with the opening of the elementary school (August 6). So would like to do the welcome back picnic on August 11 and will need help planning and organizing.

The Stewardship Committee

June 2013

The Stewardship Committee met in May and decided to move forward with adding an online payment/gift option through PayPal on our website. Committee member Jeff Frazier has experience setting this up and will work with Pratt Paterson to get this set up. It is very inexpensive if not free (except for the usual CC processing fees) for non-profits. We felt this will encourage people, especially young people, to give more often and more easily. Once this is set up, we will get an html code that we can embed in our website to generate the form. At that time, we will need to finalize a plan to spread the word to our Otey friends about this new availability. We will communicate this by email, on Otey Notes, and again at Kickoff Sunday.

We began conversation about some kind of survey for our members to collect information about their likes, dislikes, etc. about our stewardship program. We believe to avoid redundancy with the work of other parish groups, a comprehensive survey that requested information and thoughts about all aspects of the parish might be more appropriate. Ann, Frieda and I heard about some pre-made surveys recently at a Church Marketing Workshop at the SOT. We believe the expense would be justified and considered asking for vestry members to fund it, considering the current financial challenges.

We also lost a couple of members from last year, so we identified some potential new members for this year. Those conversations are ongoing and I will give more details upon completion.

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D. Pratt Paterson