

MINUTES OF THE VESTRY  
Otey Memorial Parish Church  
March 27, 2014, 6:30 PM

Present: Doug Seiters, Sr. Warden; Amy Burns, Jr. Warden; Alex Bruce; Karen Keele; Carol Sampson; Laura Willis; Steve Ford; Pratt Paterson; Larry Barker; Jess Reeves, Interim Priest, Roy Millar, Treasurer; Ann Aitken, Clerk

Absent: None  
Visitors: None

The meeting began at 6:35 PM with Communion from reserved Sacrament.

APPROVAL FEBRUARY 20, 2014 MEETING MINUTES

***Motion: Jess moved that the February meeting minutes be approved as amended. Amy seconded the motion, and it was unanimously approved.***

INTERIM PASTOR'S REPORT

1. *Mediation Report for Past Rector:* Jess continues the dialogue with Dan Scott who has offered to come and give the Otey vestry a report re the current status of the project. Amy and Pratt reminded the Vestry that at the direction of the Bishop, the Vestry hired Mr. Scott solely to mediate between Joe Ballard and the Vestry. The mediation stopped abruptly when Joe Ballard applied for disability. Therefore, Pratt suggested that we ask Mr. Scott whether there is anything useful in his materials. The Vestry agreed that Jess is to ask Dan Scott if he will talk with Jess, or with Jess and Pratt about the materials.
2. *Liturgy:* Jess offered Reconciliation of a penitent as a special service. Vestry agreed.
3. *Feedback from Lent:* Jess requested feedback about changing the liturgy to Rite I during Lent. Pratt suggested that it would be helpful if Jess offer an explanation of the change to the parishioners. Alex developed that idea as a topic for an adult class.
4. *Bishop's Visit:* Should we have only one service on April 27? Vestry advised Yes. The service will be at 10:00 am. Notice of the service time will be published.

SENIOR WARDEN'S REPORT - Doug Seiters

1. REMINDER: VESTRY RETREAT April 5  
Discussion: Retreat is in Clifftops; Alex will send out directions. Meeting will begin at 9:00 am.

JR. WARDEN'S REPORT- Amy Burns

Discussion of organ cleaning contract. Carol asked how the 2<sup>nd</sup> bid compared to the first. (See report attached) Pratt asked if cleaning is an annual cost. Amy explained that she did not expect the cost of ladybug removal to be repeated, but noted that there is a semi-

annual cleaning and that the windows need attention, as they are in disrepair and allow ladybug access.

#### TREASURER'S REPORT – Roy Millar

1. Roy summarized the monthly report. Parish Hall construction costs of \$1.55 million expended to date. About \$30,000 in stock transfers that Otey has received are not reported this month since the transfers are not completed.

Long form financial report shows 25% of annual expenditures made; the \$30,000 stock transfers will bring the receipts in line at about 25% as well.

Pratt asked about pledge statements. Roy reported that they will come out mid April.

2. Roy reported that advertisements will start April 1 for a Financial Administrative Assistant. Roy suggested that a committee be appointed to manage this process.

#### CONTINUING BUSINESS

#### COMMITTEES (ATTACHMENTS)

1. *Budget* – Pratt Patterson No formal report; all budget issues for the month are covered in other reports.

2. *Buildings and Grounds* – Amy Burns  
Grounds  
Church Lights  
Organ cleaning (See Jr. Warden's Report)

3. *CAC* – Larry Barker

Larry presented the amended CAC Bylaws for approval. Laura and Alex made suggestions for changes to Articles 9, 7 and 6. The approval was postponed until the Bylaws can be revised.

4. *Christian Ed. & Youth* – Alex Bruce

Alex proposed that the Christian Ed committee draft a Sunday School survey designed to address both the adult and young people's program. A sample survey was distributed to the vestry. He proposed drafting the survey during April with distribution to the parish in May. Steve suggested that the survey questions be included the parish profile. Jess and the Vestry advised Alex to go ahead with the survey to be distributed in May.

The Sunday Christian Ed program will continue through May.

5. *Construction*- Steve Ford:, 1. Drew Sampson will meet with the phone company reps on Monday to get bids for service in the new Parish Hall.

2. Fplks at Hpme: The Construction Committee proposes that Folks at Home be located in the Brooks Hall conference room, the financial secretary in the room off the Brooks Hall conference room and Thurman Library in the front right

office in the new building. Larry reported that Folks at Home will be moving into SOCB's building and will not need Otey space.

***Motion: Carol moved that we accept the Construction Committee's plan to provide space for Folks at Home as proposed.*** Amy seconded the motion. ***Motion was approved by acclamation.***

***6. Parish Life/Newcomer - Karen Keele***

Pancake Dinner funds use: Karen proposed that the Pancake Dinner funds be moved to the Parish Life Committee's account. Roy says the Shrove Tuesday account is a restricted fund. Money from the proceeds funds the next year's event. Vestry proposed that we leave the money in the Shrove Tuesday fund until needed by the Parish Life Committee rather than combining the accounts.

***7. Stewardship – Pratt Patterson*** 2014 budget is \$320,000. \$305,000 is pledged to date. We will be \$10,000 to \$15,000 short on the budget. All potential pledgees have been contacted. We will close the stewardship season.

NEW BUSINESS

***1. Parish House Space Allocation: Discussion:*** The Construction Committee brought recommendations to the vestry to provide space at Otey for Folks at Home (See Continuing Business above)

***2. Otey Notes Editor Position:*** Amy Spicer will be leaving Sewanee so the Otey Notes editor's position is open. Frieda is interested. Are there other candidates? Pratt noted that the Otey Notes job is divided between Otey Notes and the Otey website. Frieda is now doing the website portion of the position. The vestry decided to postpone any decision about the position until the April meeting to allow time to revise the duties and compensation.

***3. New Vestry Member Meeting with Parishioners:*** Steve proposed that the 3 new Vestry members offer a time to meet with any parishioners who are unhappy and need to be heard. Carol proposed that the meeting include all Vestry members who wish to participate. The Vestry postponed setting a date for this meeting until the April vestry meeting.

***4. EFM Recognition:*** Luwin Lewis and Willie Sommer are completing the EFM program. Jess proposed that recognition be scheduled any Sunday in May except the 18<sup>th</sup>.

***5. Parochial Report:*** The parochial Report was presented for signature.

***6. Acolyte and other Service tasks:*** Alex and others suggested that Jess review the organization of the tasks associated with the service. Jess took the suggestion under advisement.

OLD BUSINESS

**1. Ballard Reception** *The vestry determined by consensus that an event honoring Joe Ballard, first proposed on 09/19/2013, be scheduled May 4,18 or 25 in Brooks Hall.. Doug will continue to talk with Joe to schedule a date.*

**2. Naming new Parish House** In the February meeting the vestry approved naming the large dining and meeting room in the new parish house “the Saint Mark’s Parish Hall of the Otey Memorial Parish House.” Two parishioners have asked whether the new Parish House will retain the name “the Claiborne Parish House” The vestry agreed that the Parish House will continue to be the Claiborne Parish House.

**3. Fee Schedules for use of Church Facilities** Amy has developed new fee schedules for the use of Otey’s physical facilities which she distributed to the vestry for comment.

*(Amy, was there a motion for this?)*

With no additional business to discuss, the meeting was adjourned with a benediction. The time was approximately 9:30.

**NEXT MEETING IS APRIL 24 at 6:30 PM**

Respectfully submitted,  
Ann Aitken, Clerk of the Vestry

ACTION ITEMS	LEAD
Prepare for Bishop Bauerschmidt visit April 27.	Vestry
Contact the Ballards and arrange a farewell reception for the Ballards	Doug
VESTRY RETREAT APRIL 5	Doug
Christian Education Survey	Alex

CAC Bylaws	Larry
Otey Notes Editor position	Jess
EFM recognition	Jess

Community Action Committee  
February Director's Report

Despite the fact that inclement weather made February a short month, there was much activity at CAC. Three tons of food got picked up from Second Harvest by Peter Hutton's volunteer team and shelved by volunteers from TKP sorority and Otey Parish. Boy Scout Troop 14 conducted a community wide food drive which resulted in even more food for us and an organized food drive in the University dorms was delivered to CAC right before Spring break. I along with two volunteers picked up fresh produce in Winchester. Kathy Pack and I attended an organizational meeting for the One Day Outreach for Franklin County scheduled for May 17. CAC will donate food and provide 10-15 volunteers. All area churches are conducting food drives so we are not the sole food provider. There was a very productive brain-storming meeting at St. James concerning the possibility of a community garden and the consensus was to scale down to the "Container Garden Concept" which is much more realistic and has great possibilities. Work is ongoing to bring the vision into reality.

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Core Functions for February

- Number of individuals who came to CAC for assistance-62
  - Number of grocery bags given out-81
  - Number of households helped-123
  - Number of home visits-2
  - Number of referrals to other support organizations-3
  - Amount spent on food-\$2,566.43
  - Amount spent on utilities-\$4,175.82
  - Amount spent on medical-\$75
  - Amount spent on dental-0
  - Amount spent on other client support-\$30
  - Total Assistance-\$6,742.25
- 

I have had the opportunity to speak at Growing in Grace and Sewanee Rotary. I have been invited to speak at the next Community Council

Faithfully submitted,  
Betty Carpenter

DATE: March 24, 2014  
TO: Alex Bruce  
FROM: Robin A. Reed  
RE: March Vestry Update

Alex:

The Christian Formation Committee met in February and will meet again Friday, April 4, 2014. Here is a summary of the Christian Formation Committee work this month.

- 1) Nursery. I am looking for 2 new workers as both Danielle Bedwell and Morgan Hodges uninterested in working. Diocesan requirements state that a nursery worker needs to be 21 years old. I am very interested in hearing from Vestry members if they know of someone who needs work.
- 2) Godly Play. Godly Play continues to be a wonderful learning environment for our children. I am looking forward to inviting Regan Schutz, SofT' 17 who is with the Godly Play Foundation and new to the community to help us plan for the 2014-2015 year.
- 3) Adult Sunday School. Our "Lent 4.5" series continues to be well attended. We have been very pleased with our presenters. There is a nice mix of folks attending. We plan to have an end of the year wrap-up session, May 3rd, to discuss what programs we might consider given all we have learned about "Hunger" this year.
- 4) Faith and Film series. Fr. Jess Reeves hosted "Amazing Grace" and provided a wonderful educational history of William Wilberforce. The audience had a fabulous time. This Friday, Neil Patterson, Jeff Frazier, and I will host a "Parents' Night Out" combined with Faith and Film. We will watch "Brave" and youth will babysit. We will have our Nursery Staff available as needed for younger children. In May, Amy and Neil Patterson will host, "Chariots of Fire."
- 5) Easter and beyond. On Easter Sunday, we our annual "Otey Eggstravaganza." The Bishop will teach Sunday School on his visit April 27th. Our official Sunday School year will conclude on May 3rd with reception for our Sunday School teachers after the second service. We have several special programs planned for the summer and would welcome Vestry input as to whether summer programs might be well received.

Thank you to the Vestry for their support of our ministry.

Faithfully,  
*Robin*

Dr. Robin A. Reed

Mrs. Kathy Sturgis  
Otey Memorial Parish  
Sewanee, Tennessee

**Re: Cleaning of church pipe organ due to lady bugs**

Dear Kathy:

This is to confirm our telephone conversation regarding the infestation lady bugs in the church and specifically the pipe organ loft. We observed an enormous amount of these dead critters all over the windchests, flooring, and the window in the back of the church above the loft. As you are aware we submitted photos which we took during our service visit in November, and subsequently were there about two weeks ago. While it is difficult to know for sure, it seemed that the problem may have gotten worse since our visit in November. Either way this obviously needs to be addressed: eradicated and cleaned. Here are our thoughts and proposal for the process:

1. Before any cleaning of the organ is completed, the area should be treated to exterminate the infestation of the “lady bugs”. The church’s pest control provider can best recommend how to address this. Also the window and any other repairs in the church should be completed to prevent further leakage and/or infestation of any number of bugs in the future.
2. Once this work is completed and extermination proves successful, the organ should be thoroughly cleaned to remove all of the dead bugs. This includes the entire loft, i.e. floors, walls, windchests—that is the entire organ area.
3. The cleaning involves removal of all of the pipes from their chests. The pipes will be washed and left to dry over-night. While the pipes are removed, the windchests will be thoroughly cleaned and deodorized. Also, as you know there is at least one of the organ’s pipes that we “pulled” due to a cipher. While the pipes are removed, this will be repaired along with any others that we may uncover during the cleaning.
4. Once the windchest and chassis is cleaned, the pipes will be re-planted, and all fine-tuned to A=440Hz. Further, as an added option we advise that the pipes be tone-regulated for a better tonal cohesion. (While we are completing the cleaning this is an opportune time to go through the voicing and re-regulate the organ tonally as we discussed before the bug infestation.)
5. We estimate a total of four-five days to complete the cleaning and tuning, including travel time. The cost for this work for two technicians, including labor and all related expenses is not to exceed \$7,000.00. (This amount is based on our rate of \$140 per hour for two technicians and a ten-hour day—2 hours driving, 8 hours labor for five days.) Since we are based in Nashville we will drive to and from Sewanee each day so there would be no need/charge for any lodging. We would propose to complete this work on a time-and-materials basis so that if we do not need the full amount of time, obviously we will invoice only for the actual time spent. As is usual we would expect uninterrupted full access to the building (except for funerals of course), lighting, A/C as is usual for tuning, through completion. Sunday services should not be affected.
6. The above work may be covered by the church’s property insurance coverage should the church choose to file a claim for the cleaning work. As we discussed, it would seem practical to check with the church’s insurance agent regarding the coverage, deductibles, etc.
7. Added Option: As stated above the option for regulation/voicing of the flues and reeds, add two full days (\$2,800).

Please let me know if you have any questions or input. We look forward to working with you on this, and of course will schedule this in coordination with the church’s schedule.

Very truly yours,

Dwayne L. Short

March 10, 2014



## Youth Director Report to Vestry: March 17, 2014

### **Fire on the Mountain**

January 26: This was Youth Sunday, and several FOTM members participated in the service. At the FOTM meeting we prepared a thank you/farewell gift for Betty Carpenter.

Feb 2: The Super Bowl Party at the Masters' was a huge success.

Feb 21 to 23: The ski trip was attended by four chaperones and 14 youth. We drove to Gatlinburg Friday night. The following day we broke into four groups (each with a chaperone), then we looked around Gatlinburg and took the tram up to Ober-Gatlinburg Ski Resort. Our group wristband included the tram ride, ice skating, a scenic ski lift ride, the carousel, and the mini wildlife zoo. We all went tubing together as well. Some strange behavior by people in a nearby cabin led me to call the police, who had a sheriff's deputy come out to check things out. We had a short devotion on Sunday morning and drove back to Sewanee. I believe that a good time was had by all.

February 28: Faith in Film Movie Night. Two chaperones and two youth showed up to see Amazing Grace. Before the movie, we helped the Peterson's move the pancake supper equipment/material downstairs, put it in the Peterson's truck and took it to Craven's Hall.

March 9: Spring had sprung (only to disappear again), so we took some balls and Frisbees over to the Sewanee Elementary School playground for some outdoor fun. Dinner was provided by the parents of a FOTM member.

### **Sunday School (January 19 to March 16)**

The Middle/Senior High School Sunday school has been a de facto middle school group. Most weeks there are 1 or two youth present. Through March 16 we have attended three of the Hunger Series lessons (with the Adult Sunday School) and two of the Lent 4.5 lessons. We have also had two Sunday School lessons where we described a Biblical Character (from lesser known to better known facts) with other class members guessing who the character is.

### **Upcoming FOTM Events:**

Parent's Night Out (Friday, March 28). We will be providing babysitting for parents of children who want a date night (or just a break). This will be from 5:30 to 9:00 PM, and a pizza supper will be provided.

Sons and Daughter's of Abraham: This will be Friday April 25 to Saturday April 26 at Mountain T.O.P. in Grundy County. Due to the distance I will be encouraging youth to stay overnight (\$50) instead of commuting (\$25). The youth will be doing a service project on Saturday.

Mission Trip: Birmingham, Alabama Wednesday, May 28 to Saturday, May 31. I have been in contact with the deacon for outreach and the youth director at St. Lukes church in Birmingham. As of yet, I have not been able to find cheap overnight accommodations (i.e. a church with a carpeted floor and a shower), however I have been in touch with folks at Camp McDowell, an Episcopal camp which is about an hour outside Birmingham. The director at Camp McDowell says that they have some possible work projects for us, and I plan to go down for a visit over the Franklin County Schools Spring Break (week of April 14). The youth director at St. Lukes has given me a number of contact at homeless shelters, community

kitchens, and food banks. I have been in contact with several of these and hope to iron out some details in the next week.

If any member of Vestry knows of an inexpensive (yet safe) place to stay near Birmingham, please let me know. We can stay at the Camp for 20 to \$25/person/night, but we would like to do it more cheaply if possible.

### **Proposals for Middle/High Sunday School**

Visit a church: Sunday April 5: visit St. James Church for the 9:00 service (stay for fellowship, then return to Otey/Brooks Hall by 10:50 AM).

Visit a church: Sunday, May 4 (TBD – perhaps the Cowan Fellowship Church (Presbyterian/Methodist) or the Cowan Cumberland Presbyterian Church).

Blue Chair Breakfast and Mystery Guest: We meet at Brooks Hall at 10, then go to the Blue Chair for a quick low-key breakfast with a renowned member of Otey Parish (if we can afford their appearance fees). Proposed first BCBMG: Sunday, March 30.

I'm not sure which of these things needs Vestry Approval. But if any of these things need Vestry Approval, please let me know if you need more information before approval/denial.

Neil Patterson

Director of Youth Ministry

Adult Sunday School Survey

1) What is your gender? M or F

1) What is your age group?

21 and under	22-35	36-50
51-65	65-79	80+

1) How important for your spiritual formation is it for you to attend Sunday School?

0-----1-----2-----3-----4-----5  
Not at all Essential

4) How important for your children's spiritual formation is it for them to attend Sunday School?

0-----1-----2-----3-----4-----5  
Not at all Essential

5) How satisfied are you with the types of Adult Christian Formation programs Otey offers?

0-----1-----2-----3-----4-----5  
Not at all completely satisfied

6) What are the strengths of our Adult Christian Formation programs?

7) What could we improve about our Adult Christian Formation programs?

8) What subject matter would you like to see offered by our Adult Christian Formation programs?

9) When do you prefer to attend Christian Formation Programs?

\_\_\_\_ Sunday mornings    \_\_\_\_ Sunday Afternoons    \_\_\_\_ Wednesday evenings

\_\_\_\_ Other times during the week

10) What format do you prefer for Adult Christian Formation programs?

\_\_\_\_ book study    \_\_\_\_ guest presentations    \_\_\_\_ Bible study    \_\_\_\_ films

\_\_\_\_ participatory learning (such as service projects)    \_\_\_\_ mixture of formats

Jr. Warden's Report  
March Vestry meeting  
March 27, 2014

1. Grounds

- Planter in front of box to be planted soon (no estimate of cost)
- Dead shrubs around Brooks and church will need to be replaced (died due to winter temperatures)
- Columbarium proposal is to designate area on the grounds
- Ice treatment product to be changed to protect the mortar and steps
- Silver box to be painted as weather warms
- Comprehensive landscaping plan not yet designed (\$5,000 allocated from project)
- Spring lawn maintenance completed for Brooks hall lawn
- Annual budget spent March YTD @ 19% (\$675.00/\$3,500.00)

2. Church Lights

Joseph Sumpter has suggested the best solution for the center lights is to purchase LED lights, which are compatible with existing dimmer panel; his crew identified a light that is compatible and manufactured by Spectrum. Otherwise, low voltage wires will need to be installed to allow dimming capability for the lights we have already purchased. The sales representative for the Winchester lighting business initially stated that Discount Plumbing and Electric does not want to reimburse us for the lights we have purchased and would like to return. Roy is working with company to determine if Winona (manufacturer of present lights) has an LED option similar to Spectrum, and would consider an exchange. If necessary, we will challenge the business on a trade or a return; the sales rep and the technical rep made the sale with knowledge of the existing dimmer panel and assurance that the purchased lights were compatible with the panel. We did not discover the full story until we initiated the installation process with Joseph Sumpter.

Cost of lights we have purchased is around \$6,000.

3. Organ Proposal

- Discussed proposal from Dwayne Short (present organ servicer) regarding cleaning church pipe organ due to lady bug infestation — two options - a) up to \$7,000 and b) "a" plus \$2,800
- Have requested a second opinion/proposal from Milner in Nashville (previous organ servicer as well as servicer for university)
- Researching sealing/re-leading rose window and other windows to prevent/reduce future lady bug infestation
- Burls does not suggested spraying pipes and window areas for extermination
- Milner stated that the ladybugs are not damaging anything at this time —i.e., do not need to rush into this

4. ATT U-Verse proposal

- ATT rep has contacted Frieda about bundling lines and going to U-verse in Brooks

- Lead to further discussion about the overall phone needs for the entire campus
- Ann Aitken and Drew Sampson working together to define what we need and where
- Ann Aitken will discuss project management for this activity with Tom McCawley
- Current ATT offer will be factored into the overall plan, including the timing of any changes, if needed
- Charter is also being considered as an alternative for Otey phone and internet services, unsure if they can take accommodate us.

5. Draft building use policy for parish facilities completed (handout)

- Committee agreed on policy and fee schedule as drafted
- Additional language needs for church to be included

6. New parish house completion date remains 5/31/14

7. Facilities budget tracking well, except gas utility cost is higher than planned.

Building reserve @ \$2,986.92

# Lynn Stubblefield

12769 Sollace Freeman Hwy

Sewanee, Tennessee 37375

423-838-8201

**Letter to the Vestry Otey Parish**

**20 March 2014**

Dear Vestry Members:

The Pancake Dinner was a big success. We served approximately 200 people. We collected \$1221.00. The expenses were: \$771.17. The net was \$449.83. The net from 2013 was 740.73. The combined total for the two years is: \$1,190.56. I have no knowledge of any previous years.

Roy informed me that there are two accounts. One for Parish Life and one for the Pancake Dinner. The balance for Parish Life is: \$1,974.81. We would like for you to combine the two accounts. We have a lot of big events coming and the addition of funds will be a tremendous help. The burden will not fall on the same people for donations.

This summer, I volunteered to be the chairperson of the "Special Events" committee. I need some clarification regarding the responsibilities and duties of that committee. Parish Life has three members: Ann Seiters, Claudia Porter and myself. The Special Events has one member. Ann and Claudia have agreed to be on the advisory board of the Special Events. Several members have volunteered to help with special events.

We would like to get many more members involved with the various events. We would like to ask the congregation in an "all parish" email for their suggestions.





**Otey Memorial Parish**  
**Vestry Long Form Jan Mar 2014**  
**Fund: Otey Church General Fund**  
**January to March 2014**

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

Accounts	MTD Actual 2014	MTD Budget 2014	YTD Actual 2014	YTD Budget 2014	% of Annual Budget Used 2014	Annual Budget 2014
<b>Revenues</b>						
<b>Support From Outside Sources</b>						
4111 - Plate Offerings	\$299.03	\$583.33	\$1,250.65	\$1,749.99	17.87 %	\$7,000.00
4115 - 1/4th Plate to Rector's Discr Fd	\$0.00	(\$145.83)	\$0.00	(\$437.49)	0.00 %	(\$1,750.00)
4131 - Pledge Payments	\$27,322.25	\$26,666.67	\$67,449.75	\$80,000.01	21.08 %	\$320,000.00
4151 - Non-Pledge Gifts	\$1,674.33	\$1,500.00	\$5,305.39	\$4,500.00	29.47 %	\$18,000.00
4191 - Other Outside Support Revenues	\$517.93	\$1,166.67	\$3,033.46	\$3,500.01	21.67 %	\$14,000.00
<b>Total Support From Outside Sources</b>	<b>\$29,813.54</b>	<b>\$29,770.84</b>	<b>\$77,039.25</b>	<b>\$89,312.52</b>	<b>21.56 %</b>	<b>\$357,250.00</b>
<b>Support From Internal Sources</b>						
4511 - Checking Account Interest	\$0.00	\$0.00	\$17.18	\$0.00	0.00 %	\$0.00
4531 - Gains (Losses) on Investments Sold	\$0.00	\$0.00	\$41.15	\$0.00	0.00 %	\$0.00
<b>Total Support From Internal Sources</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$58.33</b>	<b>\$0.00</b>	<b>0.00 %</b>	<b>\$0.00</b>
<b>Total Revenues</b>	<b>\$29,813.54</b>	<b>\$29,770.84</b>	<b>\$77,097.58</b>	<b>\$89,312.52</b>	<b>21.58 %</b>	<b>\$357,250.00</b>
<b>Expenses</b>						
<b>Work Outside Congregation</b>						
5111 - Diocesan Assessment	\$0.00	\$3,122.25	\$6,244.50	\$9,366.75	16.67 %	\$37,467.00
5121 - Seminary Gift	\$0.00	\$269.75	\$0.00	\$809.25	0.00 %	\$3,237.00
5171 - Stephen Ministry Expenses	\$0.00	\$41.67	\$0.00	\$125.01	0.00 %	\$500.00
<b>Total Work Outside Congregation</b>	<b>\$0.00</b>	<b>\$3,433.67</b>	<b>\$6,244.50</b>	<b>\$10,301.01</b>	<b>15.16 %</b>	<b>\$41,204.00</b>
<b>Work Within Congregation</b>						
<b>Programs</b>						
<b>Christian Education</b>						
5311 - Christian Education	(\$68.00)	\$191.67	\$508.82	\$575.01	22.12 %	\$2,300.00
<b>Total Christian Education</b>	<b>(\$68.00)</b>	<b>\$191.67</b>	<b>\$508.82</b>	<b>\$575.01</b>	<b>22.12 %</b>	<b>\$2,300.00</b>
<b>Parish Life</b>						
5331 - Parish Life	\$59.43	\$166.67	\$309.87	\$500.01	15.49 %	\$2,000.00
<b>Total Parish Life</b>	<b>\$59.43</b>	<b>\$166.67</b>	<b>\$309.87</b>	<b>\$500.01</b>	<b>15.49 %</b>	<b>\$2,000.00</b>
<b>Worship</b>						
5351 - Altar Supplies	\$388.47	\$83.33	\$443.12	\$249.99	44.31 %	\$1,000.00
5353 - Communion Prep. & Confirmation	\$0.00	\$16.67	\$0.00	\$50.01	0.00 %	\$200.00
5355 - Music	\$0.00	\$83.33	\$0.00	\$249.99	0.00 %	\$1,000.00
5357 - Prayer Books and Materials	\$0.00	\$8.33	\$28.18	\$24.99	28.18 %	\$100.00
5359 - Organ and Piano Maintenance	\$0.00	\$116.67	\$0.00	\$350.01	0.00 %	\$1,400.00
5398 - Pastoral Care	\$0.00	\$20.83	\$0.00	\$62.49	0.00 %	\$250.00
<b>Total Worship</b>	<b>\$388.47</b>	<b>\$329.16</b>	<b>\$471.30</b>	<b>\$987.48</b>	<b>11.93 %</b>	<b>\$3,950.00</b>
<b>Youth</b>						
5371 - Youth Ministry	\$244.66	\$250.00	\$309.00	\$750.00	10.30 %	\$3,000.00
<b>Total Youth</b>	<b>\$244.66</b>	<b>\$250.00</b>	<b>\$309.00</b>	<b>\$750.00</b>	<b>10.30 %</b>	<b>\$3,000.00</b>

Otey Memorial Parish  
Vestry Long Form Jan Mar 2014  
Fund: Otey Church General Fund  
January to March 2014

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

Accounts	MTD Actual 2014	MTD Budget 2014	YTD Actual 2014	YTD Budget 2014	% of Annual Budget Used 2014	Annual Budget 2014
<b>Total Programs</b>	\$624.56	\$937.50	\$1,598.99	\$2,812.50	14.21 %	\$11,250.00
<b>Operating Expenses</b>						
<b>Salaries &amp; Wages</b>						
5411 - Clergy	\$4,354.17	\$4,354.17	\$13,062.51	\$13,062.51	25.00 %	\$52,250.00
5415 - Supply Clergy	\$0.00	\$145.83	\$150.00	\$437.49	8.57 %	\$1,750.00
5421 - Youth Minister	\$833.33	\$833.33	\$2,499.99	\$2,499.99	25.00 %	\$10,000.00
5431 - Organ & Choir	\$781.25	\$781.25	\$2,343.75	\$2,343.75	25.00 %	\$9,375.00
5432 - Supply Organ	\$0.00	\$50.00	\$150.00	\$150.00	25.00 %	\$600.00
5451 - Child Care	\$270.00	\$404.17	\$1,170.00	\$1,212.51	24.12 %	\$4,850.00
5461 - Dir. Christian Formation	\$1,035.17	\$1,035.17	\$3,105.51	\$3,105.51	25.00 %	\$12,422.00
5471 - CAC Director (Otey)	\$1,416.67	\$1,416.67	\$4,250.01	\$4,250.01	25.00 %	\$17,000.00
5481 - Office Staff	\$2,666.67	\$2,666.67	\$8,000.01	\$8,000.01	25.00 %	\$32,000.00
5486 - Financial Staff	\$0.00	\$458.33	\$0.00	\$1,374.99	0.00 %	\$5,500.00
5493 - Otey Notes	\$266.67	\$266.67	\$800.01	\$800.01	25.00 %	\$3,200.00
<b>Total Salaries &amp; Wages</b>	<b>\$11,623.93</b>	<b>\$12,412.26</b>	<b>\$35,531.79</b>	<b>\$37,236.78</b>	<b>23.86 %</b>	<b>\$148,947.00</b>
<b>Employee Benefits</b>						
5511 - Clergy Pension	\$0.00	\$1,085.92	\$0.00	\$3,257.76	0.00 %	\$13,031.03
5521 - Clergy Insurance	\$2,342.80	\$632.00	\$6,319.60	\$1,896.00	83.33 %	\$7,584.00
5526 - Clergy Housing & Utility Allow.	\$1,250.00	\$1,250.00	\$3,750.00	\$3,750.00	25.00 %	\$15,000.00
5531 - Clergy - SECA Payments	\$434.32	\$428.72	\$1,302.96	\$1,286.16	25.33 %	\$5,144.63
5551 - Staff Payroll Taxes	\$556.14	\$601.46	\$1,695.95	\$1,804.38	23.50 %	\$7,217.55
5561 - Staff Pension	\$240.00	\$240.00	\$720.00	\$720.00	25.00 %	\$2,880.00
5571 - Staff Insurance	\$1,134.80	\$632.00	\$3,404.40	\$1,896.00	44.89 %	\$7,584.00
<b>Total Employee Benefits</b>	<b>\$5,958.06</b>	<b>\$4,870.10</b>	<b>\$17,192.91</b>	<b>\$14,610.30</b>	<b>29.42 %</b>	<b>\$58,441.21</b>
<b>Insurance</b>						
5611 - Property & Liability Insurance	\$0.00	\$583.33	\$0.00	\$1,749.99	0.00 %	\$7,000.00
5631 - Workers Compensation	\$0.00	\$101.08	\$0.00	\$303.24	0.00 %	\$1,213.00
<b>Total Insurance</b>	<b>\$0.00</b>	<b>\$684.41</b>	<b>\$0.00</b>	<b>\$2,053.23</b>	<b>0.00 %</b>	<b>\$8,213.00</b>
<b>Facilities Expenses</b>						
5711 - Repairs & Maintenance	\$0.00	\$208.33	\$189.95	\$624.99	7.60 %	\$2,500.00
5751 - Contracted Services	\$820.00	\$1,166.67	\$2,905.00	\$3,500.01	20.75 %	\$14,000.00
5761 - Furnishings	\$0.00	\$166.67	\$0.00	\$500.01	0.00 %	\$2,000.00
5771 - Supplies	\$0.00	\$62.50	\$26.66	\$187.50	3.55 %	\$750.00
5781 - Electricity	(\$10.00)	\$600.00	\$1,393.81	\$1,800.00	19.36 %	\$7,200.00
5783 - Gas	\$0.00	\$266.67	\$1,295.18	\$800.01	40.47 %	\$3,200.00
5785 - Water & Sewer	\$0.00	\$216.67	\$130.19	\$650.01	5.01 %	\$2,600.00
5790 - Grounds Maintenance	\$575.00	\$291.67	\$1,250.00	\$875.01	35.71 %	\$3,500.00
<b>Total Facilities Expenses</b>	<b>\$1,385.00</b>	<b>\$2,979.18</b>	<b>\$7,190.79</b>	<b>\$8,937.54</b>	<b>20.11 %</b>	<b>\$35,750.00</b>
<b>Office Services</b>						

**Otey Memorial Parish**  
**Vestry Long Form Jan Mar 2014**  
**Fund: Otey Church General Fund**  
**January to March 2014**

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

Accounts	MTD Actual 2014	MTD Budget 2014	YTD Actual 2014	YTD Budget 2014	% of Annual Budget Used 2014	Annual Budget 2014
5811 - Audit	\$0.00	\$416.67	\$0.00	\$1,250.01	0.00 %	\$5,000.00
5821 - Computer Expenses	\$52.28	\$266.67	\$416.28	\$800.01	13.01 %	\$3,200.00
5831 - Copying expenses	\$133.00	\$258.33	\$384.82	\$774.99	12.41 %	\$3,100.00
5841 - Office Supplies	\$116.24	\$175.00	\$531.87	\$525.00	25.33 %	\$2,100.00
5851 - Office Equipment Purchases	\$0.00	\$41.67	\$0.00	\$125.01	0.00 %	\$500.00
5861 - Postage	\$0.00	\$37.50	\$87.45	\$112.50	19.43 %	\$450.00
5871 - Telephone	\$551.78	\$508.33	\$1,105.65	\$1,524.99	18.13 %	\$6,100.00
5891 - Miscellaneous Expense	\$0.00	\$41.67	\$31.65	\$125.01	6.33 %	\$500.00
<b>Total Office Services</b>	<u>\$853.30</u>	<u>\$1,745.84</u>	<u>\$2,557.72</u>	<u>\$5,237.52</u>	12.21 %	<u>\$20,950.00</u>
<b>Organizational Expenses</b>						
5911 - Clergy Car Expense	\$93.64	\$208.33	\$93.64	\$624.99	3.75 %	\$2,500.00
5913 - Clergy Expense Allowance	\$0.00	\$83.33	\$0.00	\$249.99	0.00 %	\$1,000.00
5921 - Continuing Education	\$0.00	\$166.67	\$573.94	\$500.01	28.70 %	\$2,000.00
5922 - Continuing Education - Other	\$0.00	\$56.25	\$0.00	\$168.75	0.00 %	\$675.00
5931 - Convention & Travel	\$103.95	\$83.33	\$266.81	\$249.99	26.68 %	\$1,000.00
5941 - Ministering to New Members	\$0.00	\$25.00	\$65.00	\$75.00	21.67 %	\$300.00
5961 - Publications	\$185.22	\$83.33	\$330.87	\$249.99	33.09 %	\$1,000.00
5971 - Communications	\$0.00	\$83.33	\$0.00	\$249.99	0.00 %	\$1,000.00
5981 - Stewardship	\$0.00	\$83.33	\$0.00	\$249.99	0.00 %	\$1,000.00
5999 - Vestry	\$0.00	\$83.33	\$0.00	\$249.99	0.00 %	\$1,000.00
<b>Total Organizational Expenses</b>	<u>\$382.81</u>	<u>\$956.23</u>	<u>\$1,330.26</u>	<u>\$2,868.69</u>	11.59 %	<u>\$11,475.00</u>
<b>Total Operating Expenses</b>	<u>\$20,203.10</u>	<u>\$23,648.02</u>	<u>\$63,803.47</u>	<u>\$70,944.06</u>	22.48 %	<u>\$283,776.21</u>
<b>Total Work Within Congregation</b>	<u>\$20,827.66</u>	<u>\$24,585.52</u>	<u>\$65,402.46</u>	<u>\$73,756.56</u>	22.17 %	<u>\$295,026.21</u>
<b>Total Expenses</b>	<u>\$20,827.66</u>	<u>\$28,019.19</u>	<u>\$71,646.96</u>	<u>\$84,057.57</u>	21.31 %	<u>\$336,230.21</u>
<b>Net Total</b>	\$8,985.88	\$1,751.65	\$5,450.62	\$5,254.95	25.93 %	\$21,019.79
<b>Other Expenses</b>						
7711 - Debt Service Provision	\$0.00	\$1,666.67	\$0.00	\$5,000.01	0.00 %	\$20,000.00
<b>Special expenses</b>						
7400 - Search/Transition	\$0.00	\$83.33	\$0.00	\$249.99	0.00 %	\$1,000.00
<b>Total Special expenses</b>	<u>\$0.00</u>	<u>\$83.33</u>	<u>\$0.00</u>	<u>\$249.99</u>	0.00 %	<u>\$1,000.00</u>
<b>Total Other Expenses</b>	<u>\$0.00</u>	<u>\$1,750.00</u>	<u>\$0.00</u>	<u>\$5,250.00</u>	0.00 %	<u>\$21,000.00</u>
<b>Net Operating Total</b>	\$8,985.88	\$1.65	\$5,450.62	\$4.95	27542.29 %	\$19.79