

Otey Memorial Parish  
Sewanee, Tennessee  
Vestry Agenda for October 20, 2016  
5:30 pm

- |      |                                       |      |
|------|---------------------------------------|------|
| I.   | Opening Devotions, including silence  |      |
| II.  | Minutes from September meeting        | 5:50 |
| III. | Report of the Treasurer               | 5:55 |
| IV.  | Reports                               | 6:10 |
|      | Wardens                               |      |
|      | Rector                                |      |
|      | Committees, as necessary              |      |
| V.   | Old Business                          | 6:30 |
|      | Mutual Ministry Review (Laura Willis) |      |
|      | Friends of Canon Gideon Foundation    |      |
|      | Missional Engagement Initiative       |      |
| VI.  | New Business                          | 6:50 |
|      | Nominating committee for 2017         |      |
| VII. | Closing Prayers, including silence    | 7:00 |

*Next Regular meeting: Thursday, November 17, 5:30pm*

## MINUTES OF THE VESTRY

Otey Memorial Parish Church

October 20, 2016

5:30 PM

Present: Larry Barker; Pam Byerly; Dorothy Gates, Junior Warden; Tim Graham; Rachel Suarez; Laura Willis, Senior Warden; Rob Lamborn, Priest; Ann Aitken, Clerk; Betty Carpenter; Chris Wilkerson

Kathy Solomon; Treasurer, attended during the presentation of the financial reports

Absent: Shelley Cammack; Barbara Prunty; Ken Taylor

Visitors: None

The meeting opened with a reading and prayer

### APPROVAL MEETING MINUTES

**Motion:** Pam moved that the September 2016 minutes be accepted as amended. Tim seconded the motion. The motion passed by unanimous vote.

### TREASURER'S REPORT – Kathy Solomon (See Reports Attached)

1. *Insurance Coverage:* Kathy reported that she had reviewed Otey's insurance coverage with Drew Sampson, who confirmed that the coverage as well as the company providing coverage were appropriate. The policy renewal has been signed; insurance coverage has improved.
2. *Pledge Payments:* Otey sent out interim pledge reports to pledging parishioners. Pledges are picking up.
3. *Elevator Contract:* This contract is in place, and Otey is obligated to maintain it for the remainder of the year.
4. *Vanguard Fund:* Diane is still reconciling this account. This account holds funds for both operating and restricted accounts. Kathy noted that pledge payments made to Otey in stock are liquidated at market and placed either in the operating checking account or the Vanguard Fund.

### RECTOR'S REPORT- Rob Lamborn (See report attached)

1. *Recent Activities:* Rob highlighted some activities listed on the Rector's Report including the Blessing of the Animals at St. James, and noted that Chris has been busy with a number of projects.

2. *Mary Sears:* Rob brought the Vestry up to date on the Sears estate. A group has viewed the house. Bob Burns has moved the estate forward and is dealing with creditors' claims; Rachel estimated that the estate probate will take 4 months at least.
3. *Field Education Students:* Rob discussed the discernment process which is ongoing.
4. *Building and Grounds Projects:* Rob noted that responses to use of the listening system are positive so that he will go ahead with acquiring the system.
5. *Personal:* Rob reported two personal issues: (1) the stalker offered to Rob a mutual nondisparagement agreement which Rob rejected (2) due to Rob's parents' increasing frailty and illness, Rob may need to take family leave to provide for their wellbeing.

SENIOR WARDEN'S REPORT - (No Report)

JR. WARDEN'S REPORT- (No Report)

COMMITTEES (ATTACHMENTS)

1. *Betty:* Betty is working with the staff at All Saints and asked the Vestry to support the Chi Omega fundraiser "Chicken and Chillin"
2. *Building and Grounds* (See report attached) Dorothy reported that 5 trees on the Otey campus need to be removed. Isaac King quoted \$3,450 for the job. Dorothy will ask for a quote from Cumberland tree service.  
Discussion: Laura suggested that we offer the wood to CAC or the community at large.  
Rachel suggested that we tell the parish why we are cutting the trees.  
  
***Motion: Rachel moved to authorize an amount not to exceed \$3,450 to remove 5 trees, as identified by the University.*** Laura seconded the motion. The motion passed by unanimous vote.
3. *CAC:* Larry Barker (See report Attached).
4. *Finance Committee:* Tim announced that the Finance Committee will meet November 7.
5. *Stewardship:* Rachel Suarez (See reports attached) Rachel reported that the shrimp and grits meal was covered and asked the Vestry members to come to the forum if they could.

OLD BUSINESS

NEW BUSINESS

1. *Friends of Canon Gideon:* Betty and Rob attended a meeting Oct 2. Rob reported that Sally Hubbard is asking for further involvement of Otey in this ministry, perhaps shared leadership. Rachel asked whether each group has a mutual understanding of Otey's involvement.

Betty explained that the issues were twofold: (1) does Otey want to support this mission and (2) if so, can we identify specific activities.

Pam proposed that Otey support the orphanage only, as significant fundraising has already taken place to help pay for Canon Gideon's care.

2. *Vestry Terms:* Laura and Larry are completing 3 year terms and Tim is finishing a 1 year term and may accept nomination for a 3 year term if he is willing to continue serving.

The meeting was adjourned at 6:55.

**NEXT MEETING NOVEMBER 17 AT 5:30.**

Respectfully submitted,  
Ann Aitken, Clerk of the Vestry

ACTION ITEMS	LEAD
Ingathering Meal <b>OCT 30</b> Shrimp and Grits provided by Vestry	Rachel
Mutual Ministry Review	Laura, Rob and Dorothy
Sanctuary Floor	Building Committee
Hope Institute Exploration of a foreign mission	Laura, Rob
Tree removal on campus	Dorothy

**VESTRY ACTION WITHOUT MEETING**  
**OCTOBER 3, 2016**  
Otey Memorial Parish Church

**ACTION TO APPROVE FINANCE COMMITTEE MEMBERS**  
OCTOBER 3, 2016

Rob Lamborn asked the Vestry to approve the following parishioners as members of the Finance Committee:

Randy Peterson  
Drew Sampson

The Vestry voted by e-mail to approve the appointments.

The action was unanimously approved.

Respectfully submitted,  
Ann Aitken, Clerk of the Vestry

Otey Memorial Parish  
Vanguard Wellesley Fund Summary  
YTD September 2016

Date	# Shares	Price	Description	
1/1/16			Beginning Balance	173,820
3/29/16			Gain on pledges received 2015	128
5/3/16			Transfer to Regions	(20,188)
7/31/16			Pledges Received	45,863
9/30/16			Dividends	3,871
9/30/16			Realized gain/loss	341
9/30/16	3218.12	\$ 63.30	Ending Balance Vanguard	<u>203,835</u>

**Regions Bank Accounts**

	<u>10/18/16</u>	Target
Operating Checking	44,377	3 mos expenses
CAC Checking	29,466	3 mos expenses
ECW Checking	484	
RDF Checking	4,000	4,000
		<b>Limit</b>
VISA Card balance	(4,503)	(10,000)
Balance Available at Regions	<u>73,824</u>	
Total Cash Available	<u><u>277,658</u></u>	

Accounts ACS # and Name	Actual thru Sept 2016	YTD Budget thru Sept 2016	YTD Variance	Annual Budget 2016
<b>Revenues</b>				
<b>Support From Usual Sources</b>				
4111 - Plate Offerings	5,829	5,250	579	7,000
4115 - 1/4th Plate to RDF	(863)	(1,312)	449	(1,750)
4131 - Pledge Payments	228,185	261,862	(33,677)	<b>349,150</b>
4151 - Non-Pledge Gifts	21,442	20,250	1,192	27,000
4191 - Other Support (CAC) - net	15,034	15,000	34	20,000
<b>Total Support From Usual Sources</b>	<b>269,627</b>	<b>301,050</b>	<b>(31,423)</b>	<b>401,400</b>
<b>Support From Internal Sources</b>				
4511 - Checking Account Interest	2		2	-
4512 - Investment Income	128		128	-
4531 - Gain(Loss) investments sold			-	-
4551 - Property Rental Income (net out expenses)	9,415	2,625	6,790	3,500
<b>Total Support From Internal Sources</b>	<b>9,545</b>	<b>2,625</b>	<b>6,920</b>	<b>3,500</b>
<b>Total Revenues</b>	<b>279,172</b>	<b>303,675</b>	<b>(24,503)</b>	<b>404,900</b>
<b>Expenses</b>				
<b>Work Outside Congregation</b>				
5111 - Diocesan Assessment	16,667	18,750	(2,083)	25,000
5121 - Seminary Gift		375	(375)	-
<b>Total Work Outside Congregation</b>	<b>16,667</b>	<b>19,125</b>	<b>(2,458)</b>	<b>25,000</b>
<b>Work Within Congregation</b>				
5171 - Stephen Ministry Expenses				500
5398 - Pastoral Care		112	(112)	150
5311 - Christian Education	1,919	1,500	419	2,000
5331 - Parish Life	630	750	(120)	1,000
5351 - Altar Supplies	204	750	(546)	1,000
5353 - H.E. Prep. & Confirmation		150	(150)	200
5355 - Music	165	562	(397)	750
5357 - Prayer Book and Liturgy Materials		75	(75)	100
5359 - Organ & Piano Maintenance	1,425	1,350	75	1,800
5371 - Youth Ministry	87	1,500	(1,413)	2,000
<b>Total Programs</b>	<b>4,430</b>	<b>6,749</b>	<b>(2,319)</b>	<b>9,500</b>
<b>Operating Expenses</b>				
<b>Salaries &amp; Wages</b>				
5411 - Clergy	30,631	30,300	331	40,400
5413 - Seminarian				-
5415 - Supply Clergy	925	938	(13)	1,250
5421 - Youth Minister	3,750	3,750	-	5,000
5431 - Organ & Choir	7,031	7,031	-	9,375
5432 - Supply Organ	150	450	(300)	600
5451 - Child Care	3,530	3,638	(108)	4,850
5461 - Dir. Christian Formation	6,111	7,484	(1,373)	<b>9,979</b>
5471 - CAC Director (Otey)	17,250	17,250	-	23,000
5481 - Office Staff	25,253	24,720	533	32,960
5486 - Financial Staff	9,591	8,250	1,341	11,000
5493 - Otey Notes	1,867	2,400	(533)	3,200
<b>Total Salaries &amp; Wages</b>	<b>106,089</b>	<b>106,211</b>	<b>(122)</b>	<b>141,614</b>
<b>Employee Benefits</b>				
5511 - Clergy Pension	9,744	10,755	(1,011)	14,340
5521 - Clergy Insurance	17,438	18,117	(679)	24,156

5526 - Clergy Housing & Utility Allow.	25,200	25,200	-	33,600
5531 - Clergy - SECA Payments	4,271	4,245	26	5,660
5551 - Staff Payroll Taxes	5,690	5,701	(11)	7,601
5561 - Staff Pension	3,550	3,994	(444)	5,325
5571 - Staff Insurance	6,366	6,471	(105)	8,628
5631 - Workers Compensation	393	900	(507)	1,200
<b>Total Employee Benefits</b>	<b>72,652</b>	<b>75,383</b>	<b>(2,731)</b>	<b>100,510</b>
<b>Facilities Expenses</b>				
5611 - Property & Liability Insurance	9,191	6,450	2,741	8,600
5711 - Repairs & Maintenance	783	1,500	(717)	2,000
5721 - Elevator Maintenance	2,956	2,025	931	2,700
5731 - Equipment Purchases	-	375	(375)	500
5751 - Contracted Services	10,279	9,750	529	13,000
5761 - Furnishings	250	375	(125)	500
5771 - Supplies	576	562	14	750
5781 - Electricity	11,238	9,938	1,300	13,250
5783 - Gas	1,976	3,000	(1,024)	4,000
5785 - Water & Sewer	1,920	1,575	345	2,100
5790 - Grounds Maintenance (includes \$2,500 for tr	2,540	2,625	(85)	3,500
<b>Total Facilities Expenses</b>	<b>41,709</b>	<b>38,175</b>	<b>3,534</b>	<b>50,900</b>
<b>Office Services (part paid for CAC?)</b>				
5811 - Audit	6,000	4,500	1,500	6,000
5821 - Computer Expenses	1,941	1,875	66	2,500
5831 - Copying expenses (lease of large copier)	2,114	2,400	(286)	3,200
5841 - Office Supplies	1,096	1,125	(29)	1,500
5851 - Office Equipment Purchases	224	375	(151)	500
5861 - Postage	532	450	82	600
5871 - Telephone	4,320	3,375	945	4,498
5891 - Miscellaneous Expense	152	525	(373)	700
<b>Total Office Services</b>	<b>16,379</b>	<b>14,625</b>	<b>1,754</b>	<b>19,498</b>
<b>Organizational Expenses</b>				
5911 - Clergy Car Expense		1,125	(1,125)	1,500
5913 - Clergy Expense Allowance		375	(375)	500
5921 - Continuing Ed. Clergy		1,500	(1,500)	2,000
5922 - Continuing Ed. Staff	1,594	375	1,219	500
5931 - Convention & Travel	195	750	(555)	1,000
5941 - Ministering to New Members		75	(75)	100
5961 - Publications	1,037	750	287	1,000
5971 - Communications		150	(150)	200
5981 - Stewardship		300	(300)	400
5999 - Vestry	104	75	29	100
<b>Total Organizational Expenses</b>	<b>2,929</b>	<b>5,475</b>	<b>(2,545)</b>	<b>7,300</b>
<b>Total Operating Expenses</b>	<b>239,758</b>	<b>239,869</b>	<b>(111)</b>	<b>319,822</b>
<b>Total Work Within Congregation</b>	<b>244,188</b>	<b>246,618</b>	<b>(2,430)</b>	<b>329,322</b>
<b>Other Expenses</b>				
7711 - Debt Service Provision (principal v interest)	33,860	37,800	(3,940)	50,400
<b>Total Other Expenses</b>	<b>33,860</b>	<b>37,800</b>	<b>(3,940)</b>	<b>50,400</b>
<b>Total Expenses</b>	<b>294,715</b>	<b>303,543</b>	<b>(8,828)</b>	<b>404,722</b>
<b>Net Receipts/(Disbursements)</b>	<b>(15,543)</b>	<b>132</b>	<b>(15,675)</b>	<b>178</b>

**Otey Memorial Parish**

Current Position as of 10/11/2016

**Liquid Cash/Investments**10/12/16**Cash**

Rector's Discretionary Checking	5,069
Operating Checking	64,861
CAC Checking	28,677
Episcopal Church Women Checking	269
Vanguard Wellesly Income Investment	206,716
<b>Total Cash/Investments</b>	<b>305,592</b>

**Current Liabilities**

Accrued Expenses	11,255	What are these
Region's VISA Outstanding	4,123	
Taxes Withheld	(443)	
<b>Total Current Liabilities</b>	<b>14,935</b>	

**Temporarily Restricted Net Assets**9/30/16

Altar Guild Flower Fund	1,905	
Bishop of TN Discretionary Fund	696	Needs to go to Diocese
CAC	1,700	Not sure what this amount should be?
Continuing Ed	200	
Episcopal Church Women	269	
Episcopal Relief & Development	302	Needs to go to ERD
EYC Fund-Raiser	2,506	Where did this go? (see actual v budget)
Memorials	6,431	To what purpose are these restricted?
Miscellaneous Restricted Gifts	4,948	What is left in this account?
Phase II Capital Campaign Pledges Received	12,640	
Phase II Debt Reduction	22,206	
Rector's Discretionary Fund	5,482	
Shrove Tuesday	1,317	Can be allocated to the hospitality committee?
<b>Total Temporarily Restricted Funds</b>	<b>60,602</b>	

<b>Net Total Unrestricted Cash/Investments</b>	<b>\$ 230,054.95</b>
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Memo Items:9/30/16

<i>Episcopal Endowment Corporation</i>	102,269	\$3,122.56 to CAC YTD
<i>Security Deposit with Duck River</i>	3,000	
<i>First Tennessee Commercial Loan Balance</i>	461,885	
<i>Episcopal Endowment Fund - Wolfe</i>	100,000	

## Otey Memorial Parish

Pledge Balances as of 10/06/2016

<u>Pledges</u>	<b>Total 2016</b>		<b>Calculated</b>	<b>Statement</b>	<b>?</b>
	<b>Pledge</b>	<b>Collected</b>	<b>Balance</b>	<b>Balance</b>	
Operating Fund	318,763	234,504	84,259	88,012	(3,753)
Phase II Capital Campaign	10,000	<b>10,865</b>	(865)	965	(1,830)
Phase II Debt Reduction	40,600	<b>20,705</b>	19,895	19,895	-
<b>Total</b>	<b>369,363</b>	<b>266,074</b>	<b>103,289</b>	<b>108,872</b>	<b>(5,583)</b>

### Non-Pledge Gifts

Operating Fund	24,223
CAC	7,910
Bishop's Discretionary Fund	265
Phase II Capital Campaign	<b>2,040</b>
Phase II Debt Reduction	<b>1,376</b>
Altar Guild Flower Fund	1,415
Memorials Fund	100
Rector's Discretionary Fund	351
Misc. Restricted Gift	1,633
<b>Total Non-Pledge Gifts</b>	<b>39,312</b>

### Collections toward Debt Reduction:

Phase II Capital Campaign	10,865
Phase II Debt Reduction	20,705
Non-Pledge Gifts	3,416
<b>Total Available toward Debt Reduction</b>	<b>34,986</b>

1st Tennessee Loan Balance 461,885

## BUILDINGS AND GROUNDS MINUTES – OCTOBER 12, 2016

### **Updates on Projects:**

1. New office space in Claiborne for Diane Fielding – completed
2. Office door windows installed – Mickey has windows for installation
3. Electrical work:
  - Rheostat for chapel light – Mickey/Evan
  - Rheostats for Brooks Hall center hall and dining room chandeliers – Mickey/Evan
  - Replace back hall sensor light switch with regular switch - Evan
  - Outside lighting – Wlm. McBee repaired Brooks Hall front porch light, it is on a timer. Other outdoor lighting is so convoluted it will probably be less expensive to start over than try to find where the wiring runs underground.
4. Linen cabinet in Sacristy – Rob discussing with George
5. Unclogging underground drain line for Brooks Hall downspout & removing surface downspout – underground drain determined to be cutoff during construction. Mickey & Drew will reroute
6. Indoor signage – approved. Rob & Frieda to determine location & nomenclature
7. Godly Play “clothesline” on which to hang children’s artwork – Frieda to order
8. Corkboard for posting parish events to be hung in Claiborne center hall over bench. Surface needs recovering/painting before hanging - Dorothy
9. Adaptive sound system tested with good results. Additional components on order.
10. Usher instructions regarding HVAC controls and front door/swinging doors control. Discussed instruction sheet development for ushers. Frieda to look for possible existing one to tweak.
11. Need more rocks to prevent parking on grass along driveway in area between St. Mark’s and Brooks Hall – Betty Barton
12. Replacement of Episcopal Church sign on Hwy 41A. Lease Committee has approved if we replace like with like and in the exact location and height – an issue with visibility on Hwy. Rob to study options at <http://episcopalmarketplace.org/Configure-your-Custom-Sign>.
13. Outside eave motion sensor lights on driveway side of St. Mark’s were not broken but burned out and replaced (Drew)
14. Need replacement of shingles on Brooks basement window on church side. Drew to replace and George to touchup paint.
15. Done - George painted outside trash enclosure behind Brooks Hall.
16. Door leaning against back of Brooks needs to be taken to dump.

### **Future Projects:**

1. Claiborne floors – sound deadening between floors awaiting funding.
2. Reverberation in St. Marks Hall – Barbara Prunty exploring cost of material and drapery hardware for each window. Looking at J. C. Penny ready-made curtains because they come in long lengths. Swatches ordered.
3. Exterior signage – putting back up the “Exit only” sign and “Do Not Enter” sign. Signs need repainting, sealing and new posts.

4. Discussed how to maintain aging wood signs by cleaning and painting with sealer once a year?
5. Round-off turn from parking strip on the side of the church onto driveway and move existing rocks back to follow the new curve – Betty Barton
6. Need new speed bump on driveway behind Brooks Hall - Drew
7. Gutters on Swallow side of Brooks need cleaning out – done - ? if buildings or grounds jurisdiction
8. We have permission from the University to remove two large white oaks, one box elder and a sugar maple. Frieda to call for estimate. Need to be sure to replant new trees to replace when these are removed – Betty Barton
9. Cement parking bumpers located in pile in back of St. Mark's Hall need to be moved to driveway parking pad in front of Brooks Hall to restrict parking on lawn. Parish Workday?
10. Danley looked at relocating back thermostat in church from post to back left corner below inside glass window. Possible other locations.
11. Replace blown bulbs inside church before Advent - George
12. Refinish outside top of front church doors - George
13. Scrape and repaint iron railing in front of church. Parish Workday?
14. Remove leftover construction debris and scrape lumber that have exposed nails from behind building. Parish Workday?
15. Dispose of wrought iron benches by outdoor chapel – wrought iron broken so not able to be salvaged
16. Lay gravel and define additional parking by driveway by outdoor chapel.
17. Banister at back of St. Mark's Hall needs sealing. Bonner Scholars or Parish Workday?
18. HVAC units behind St. Mark's Hall need removable security fencing installed – plastic lattice? Possibly already on radar of Children's Center – Frieda to check with Sandy Glycet
19. Recover couch in Adult Ed. Room with upholstery material found at Mary Sears house. Barbara will check structure of couch for feasibility and Claudia to check cost of upholstery.
20. Contact Joseph Sumpter regarding erosion of driveway by Children's Center - Dorothy

CAC BOARD REPORT  
SEPTEMBER 2016

The month of September began with a very successful fund raiser sponsored by the Monteagle/Sewanee Rotary. Chairman of the project was John Noffsinger whose leadership and organization for the Second Annual Hunger Walk saw 366 walkers and raised over \$12000 which will be divided with Morton Memorial Methodist Church. Many volunteers helped to make this a truly successful event. Our first "Food with Friends" had an excellent turn-out and kicked off the year with a potluck in St. Mark's Hall. Julia Bates, retired educator, from Atlanta has joined the planning team for the After-School Tutoring Program. Plans are moving along to begin in January. Upcoming events: Speaker at ECW, Otey Adult Forum, Workshop on Fund-Raising sponsored by South Cumberland Community Fund.

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CORE FUNCTIONS

Individuals who came to CAC-82

Utility Assists-15

Families served-53

Grocery bags distributed-49

Medical/Dental-1

Housing-2

Education-0

Referrals-5

Home Visits-1

Faithfully,

Betty Carpenter

Christian Formation Vestry Report  
October 20, 2016

**Adult Forum** has been averaging 30-35 people with the most being 50. Our increased publicity in *The Messenger* has helped.

Twenty-one people went on the **Plains, GA trip**, to Jimmy Carter's Sunday School Class. This number included some individuals who met the group there, a few of whom were Otey alumni living elsewhere now.

Of our **Sunday School Nursery** workers, only one senior worker has received a pay raise in fifteen years. A pay raise for all nursery workers will be proposed in the 2017 budget. We are looking into having nursery workers bring kids into church at Communion time so parents don't have to leave the service to make that trek.

Two **Godly Play** volunteers need teacher training. We are checking into whether "Safeguarding God's Children" needs to be repeated after a certain number of years for volunteers & staff.

Rob is going to talk to SAS chaplains about how to structure the **Confirmation** program this year.

The **Christmas Pageant** is planned for Sunday, December 18, at 4:30pm, to be followed by a Parish Life-sponsored, festive dinner. Kathy Sturgis will begin scheduling rehearsals soon. It has been suggested that rehearsals take place on Sundays at 12:15 rather than on Saturdays.

Our **Spirituality Group** has been renamed "Otey Reads," and will once again be led by Carol Sampson. Carol is considering the following three books for the group to read: *Thele, Monks in the World*; *Stevenson, Just Mercy*; and *Boskamp, 1000 Gifts*.

Shelley Cammack,  
Vestry Representative

## **Parish Life Committee Meeting**

**October 11, 2016**

Present: Lynn Stubblefield, Ann Seiters, Ginny Capel, Gary Sturgis, Frieda Gipson, Claudia Porter, Julie Elrod, Lynn Taylor, Ken Taylor

OCTOBERFEST: Sunday, October 23 4pm St. Marks Hall

The menu was finalized to include hot dogs, Brats, sauerkraut, potato salad, soft pretzels, apple strudel, beer, and assorted other drinks. This year's event will feature music, pumpkin decorating for the children, and lots of fun. Parish Life will sponsor this event.

STEWARDSHIP INGATHERING MEAL: Sunday, October 30 after 11:00 service. St. Marks Hall

Parish Life will assist the Vestry with this event by supplying fruit trays, setup, and cleanup.

CHRISTMAS PLAY AND MEAL: Sunday, December 18

Play at 4:30 followed by meal in St. Marks Hall

Meal plan was initiated, along with other activities. Final plans will be made at November meeting. This will likely be a covered dish event, with meat and other items supplied by Parish Life.

## **Rector's Report: 20 October 2016**

*Some of my activities in addition to Sunday services between Wednesday, September 14, and Tuesday, October 18, 2016:*

Evening Prayer (as available, Mon-Thurs)

11 pastoral meetings or visits

Meetings:

Sr. Warden

Junior Warden

Wardens

Staff (twice)

Vestry

Parish Administrator (often)

Treasurer (3 times)

Seminarian Chris Wilkerson (weekly)

University Chaplain

Diocesan clergy

(twice—Nashville & Murfreesboro)

Siblings of Mary Sears

Friends of Canon Gideon Foundation

Buildings and Grounds Committee (twice)

Treasurer and Financial Admin. Asst.

Canon Pamela Snare

Seminarian Chris Wilkerson (weekly)

Director of Christian Formation

(most weeks)

Christian Formation Committee

Stewardship Committee (twice)

Adult Forum (weekly)

Rotary (weekly when in town)

2 other meetings

Vestry brown-bag lunch

Wednesday Seminary Eucharist & lunch, (weekly when available)

Addressed Rotary Club on Otey in the Community Sept 22

Installation of Karl Sjolund as SAS Head

DuBose Lectures and UoS campaign kickoff

St. Francis Blessing of the Animals at St. James

All-day field education mentors' meeting at SoT

Sewanee Symphony Orchestra (weekly)

Coming up:

Nomination Process for Vestry terms to begin 1/1/2017

Discernment process for 2017 Seminary Intern

Annual Parish Meeting on Sunday, November 20 at 9:30am, followed by one service at 11.

*e-mail: [oteyparishrector@gmail.com](mailto:oteyparishrector@gmail.com); Home:598-9604; Cell (with signal):931-636-8739; Day off: Fri.*