

Agenda for Vestry Meeting - Thursday, October 17 at 6:30 PM

*The mission of Otey Parish is:
to worship God;
to proclaim the Good News of Jesus Christ;
to serve the world for which Christ died;
to educate and nurture our community;
to welcome all.*

Holy Eucharist

- Including vestry member reflection time (20 min)

John Bratton (5 minutes)

Lisa Rung (10 minutes)

Approval of Minutes for September 2013

Pastoral Concerns

Sr. Warden's Report

- (Report submitted via e-mail)

Jr. Warden's Report

- (Report submitted via e-mail)

Treasurer's Report

- (Reports submitted via e-mail)

Continuing Business

- Vestry Nomination Process
- Annual Parish Meeting
- Clerk of the Vestry
- Focus Area Reports
 - Stewardship (Pratt) (report submitted via e-mail)
 - Youth Director (Pratt) (report submitted via e-mail)
 - CAC (Dave) (report submitted via e-mail)
 - Newcomers (Carol) (report submitted via e-mail)
 - Youth Ministry (report submitted via e-mail)
 - Christian Formation (report submitted via e-mail)

New Business

- Diocesan Convention
- Betty Carpenter's ordination
- Costs associated with ordination

Old Business - Action Items

Interim Selection Process

Closing Prayer

MINUTES OF THE VESTRY
Otey Memorial Parish Church
October 17, 2013, 6:30 PM
Brooks Hall

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

Absent: Doug Seiters

Visitors: Chris Asmussen; Peggy Bonds; David Bowman; John Bratton; David Burnett; Bill Hethcock; Luwin Lewis; Hunt Oliver; Peggy & Randy Peterson; Lisa Rung; Lee Stapleton; Ken & Lynn Taylor; Pete Trenchi

The meeting began at 6:35 PM with the Holy Eucharist. Bill Hethcock celebrated the Eucharist with the full vestry and many visitors.

Ann began the business portion of the meeting by inviting John Bratton to speak. John deferred to Lisa Rung who had brought a signed petition (attached) requesting that the Vestry vote to remove Ann Millar, Sr. Warden and Roy Millar, Treasurer from their positions. Lisa read her comments (attached to the petition) to the group. Her assertions were that Ann & Roy have abused the power entrusted to them by the vestry and that they make bad decisions on behalf of the parish. Lisa noted that she had discussed her allegations with Joe Ballard and he was sorry for the discord. He arranged a meeting where all parties could discuss the conflict, but Lisa never felt that her issues were resolved. She cited two examples of poor decisions: Co-mingling of CAC and Otey funds and back-dating gift deposits.

Lisa noted that according to Diocesan Canon, the Sr. Warden is to be selected by the Vestry. Steve offered that at Otey, the Sr. Warden has historically been chosen by the rector and the Jr. Warden by the vestry. He noted that Joe had asked Ann to serve as Sr. Warden twice.

Most visitors spoke about the hurt felt at Joe's leaving. Some wanted the vestry to send a letter of apology to Joe for staging an intervention which did not yield the expected outcome. John Bratton felt that the intervention caused so much pain and suffering for Joe that it ultimately caused his resignation. Parishioners asked if vestry members and local clergy had talked with Joe about perceived problems. Vestry members assured the group that both of the wardens and local clergy had spoken directly with Joe. Pete Trenchi called for Ann & Roy's voluntary resignation in order to promote healing among the congregation. Bill Hethcock suggested that the vestry consider writing a resolution to Joe, highlighting his strengths and contributions to Otey and the community. Roy suggested forming a healing and reconciliation committee and asked Lee Stapleton to compile a list of issues parishioners are uncomfortable with in order to deal constructively with each. No decisions were made. After everyone had an opportunity to speak, the group agreed to end with a prayer for the church from the Prayer Book. Most parishioners left for the remainder of the business meeting. Those electing to stay included Bill Hethcock, Luwin Lewis, Hunt Oliver, Peggy Peterson, Lisa Rung.

ELECTRONIC MOTIONS AND VOTES PRIOR TO OCTOBER MEETING

On Wednesday, September 25, 2013, Ann informed the vestry by email that The Rev. Joseph H. Ballard, Jr. had submitted his resignation as Rector of Otey Parish effective September 15, 2013. Joe communicated this to Ann via phone on Wednesday, September 25.

Motion: Pratt moved that the vestry accept Joe's resignation as submitted. Amy seconded the motion and the vote was unanimous, with regret and with prayers for Joe's and Bobbye's welfare. Via separate electronic correspondence, Ann informed the group that she had told Joe he could keep both the laptop computer and iPhone Otey had purchased for his use. There were no objections among the vestry to this decision.

Motion: On Tuesday, October 8, 2013, Pratt informed the vestry by email that the Payroll Task Force has identified the following individuals for a Youth Director Search Committee : *Pratt Paterson, chair; John Grammer; Emily Masters; Ellis Mayfield; Mary Beth Williams.* ***The Payroll Task Force recommends in the form of a motion that the following two items be approved: membership of the above mentioned search committee for the new youth director and the proposed job description (attached) for the Youth Director position. The motion was approved.***

On Tuesday, October 15, 2013, Roy informed the vestry via email that the cost of Joe's health insurance (which was approved for payment by the vestry on September 8, 2013) will be \$13,776 from October 1, 2013 thru September 30, 2014.

APPROVAL of SEPTEMBER 19, 2013 MEETING MINUTES

Motion: Amy moved that the September meeting minutes be approved as submitted. Karen seconded the motion and all approved.

Roy announced that our 2012 audit has been received and will be posted on the website.

SENIOR WARDEN'S REPORT - Ann Millar (ATTACHMENT)

Ann relayed that the various parts of her report would be addressed throughout the agenda.

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

Amy informed the group that the buildings committee is working hard to get good planning numbers for the new parish house for budgetary planning purposes. She and Ann are also working hard to coordinate the vestry's selection of an interim rector. Brooks Hall wiring has been repaired but we will have to replace some lighting fixtures in both older buildings.

TREASURER'S REPORT – Roy Millar (ATTACHMENTS)

Roy pointed out that we are 75% through the year as a reference for actual figures to budget figures on the Vestry Long Form. We are under budget on a great many items but are over in building insurance. He has asked our insurance company to break out costs for each building separately. He will also ask them to detail our level of coverage for further review. During the review of investments, he pointed out that we are close to having to take our first loan draw from First Tennessee. Roy also referenced the vestry decision last year to keep \$100,000 in investments as a safety net. He is withdrawing all remaining funds from the Episcopal Endowment Corporation except the permanent endowment in our Wolfe fund (given for CAC).

CONTINUING BUSINESS - FOCUS AREA REPORTS (ATTACHMENTS)

Nominations for Next Year's Vestry Members, Ann [Attachment]– Ann revised the vestry nomination form which will be circulated widely to the congregation. Alex will re-write the section of the form pertaining to Doug's agreement to stand for re-election so as to avoid confusion. Nominations are due by November 10. Four new members will be elected. Though for many years vestry elections have been held by acclamation, this year there is general agreement that a contested election by written vote should be held. There are three, 3-year terms open and one, 2-year term open.

Motion: Dave moved that this year's vestry elections be contested elections if enough qualified candidates are nominated and agree to serve and that voting be accomplished via written ballot. Pratt seconded the motion. It was unanimously approved.

Carol suggested that this process be published in Otey Notes and that a box of nomination forms be available in both Brooks Hall and the back of the sanctuary on Sunday mornings. It was agreed that the Vestry of the Day person would announce their presence on Sunday mornings and that forms will be posted both on the website and with Otey Notes.

It was suggested that an announcement for vestry clerk be included in Sunday service leaflets. Ann mentioned that she was already in conversation with someone about serving. If the position is not accepted, Amy will make an announcement on Sunday as Vestry of the Day.

Stewardship, Pratt [Attachment]- No further discussion.

CAC, Dave [Attachment] – Dave announced that last month the CAC changed the core numbers they are tracking. They are currently implementing these changes and expect more robust data next month. He explained that the CAC's next event is "Hunger is not a Game" which will be presented in conjunction with the University Food Services on Sunday, November 8, 2013 with the additional assistance of Sewanee's Bonner Scholar and a Sewanee intern.

Newcomers, Carol [Attachment]– Carol is planning a newcomers gathering for a date after the first of the year. She showed the pamphlets recently purchased for Otey's welcome bags. It was decided that the Vestry of the Day person would try to greet newcomers personally.

Christian Formation & Youth Ministry, Doug [Attachments]– In Doug's absence, Pratt advised the group that his Youth Director committee has already received a couple of applications. Betty

had come to their last meeting and all agreed on a plan for moving forward. Betty will work with the new director for a smooth transition.

NEW BUSINESS

Ann announced that we need to select 3 delegates and 3 alternates for Diocesan Convention in January. This is a Friday & Saturday commitment. Delegates must be lay persons. Karen will be going as Betty Carpenter is to be ordained as a Deacon and she has served as Betty's liaison with the Commission on Ministry through this process. Several other names were suggested. Ann asked vestry members to send additional nominations to her via email. Bill suggested that it would be nice to arrange for a large group of parishioners to go for Betty's ordination, including members of Fire on the Mountain. Ann will talk to nominated delegates first then ask for a vote via email.

Related, Ann circulated Holy Orders, Form 12, Letter of Support for Betty's ordination to the Diaconate for vestry signatures. Six signatures were needed; all members present signed the form. Ann also noted that the Diocese recommends a parish celebration on the Sunday following an ordination.

A discussion revolved around the need to budget and account for costs associated with the diaconate now that our diocese is supporting candidates again. Roy suggested putting these in the discernment line of our budget. Alex asked if we need to budget a small amount every year for this purpose. The budget committee will discuss the best way to handle these potential costs.

We also need to begin accounting for costs associated with engaging an interim rector. Roy noted that there is an existing search committee budget line item. He will re-open it.

Alex asked about Bill's recommendation that the vestry write a resolution in honor of Joe and his time with us. Alex offered to prepare a draft if others will send specific "whereas" statements to him.

The wardens agreed that they were not willing to write a letter of apology to Joe as was suggested in the first hour.

Alex also asked Roy & Ann to respond to the two accusations made by Lisa Rung: comingling of funds, back-dating of deposits. Beth responded that the co-mingling issue had been addressed by our auditor in that the auditor feels that due to our number of transactions with internal ministries, we have grown to a point where we need to account for the CAC and other internal ministries differently. The auditor has offered us two options for managing this. Roy and Beth are considering the best choice for Otey. Roy felt that the back-dating of gifts issue went back two years when a year-end gift was physically received in January to pay a December pledge. He noted that our software has a thirteenth month to help account for these types of gifts. Beth offered that the University has a procedure for handling these as well and will bring receipt language to the November meeting for further discussion.

It was decided to wait for an interim rector before forming a committee for reconciliation.

OLD BUSINESS

The Action Item: “Discuss recommendation by parishioner to change Vestry election method from non-contested to contested” has been addressed for this year. The vestry will evaluate the process and its success for next year following this year’s All Parish Meeting.

We have removed the Action Item: “Create a certificate honoring the Woffords for their many years of service chairing the Shrove Tuesday Pancake Supper“ since notice of their retirement from this event may have been premature.

Alex asked if all college students assisting with Fire on the Mountain and/or Sunday School teachers have completed *Safeguarding God’s Children* training. This verification is not complete.

Having no further business for the evening, the meeting was adjourned at 9:20 after praying The Lord’s Prayer.

POST MEETING ELECTRONIC MOTIONS AND VOTES

Motion: On Tuesday, October 22, 2013, Amy informed the vestry via email that Ann Aitken has agreed to become the new clerk for the vestry. ***Amy moved that Ann Aitken be elected to serve as clerk to succeed Beth Wiley, beginning in November 2013. Pratt seconded the motion and the vote was unanimous.***

Motion: On Wednesday, October 23, 2013, ***Ann moved that we send Karen Keele, Louise Irwin, and Robin Reed as delegates from Otey to the January 2014 Diocesan Convention. Alternates agreeing to serve are Bob Keele, Dave Spaulding, and Amy or Neil Patterson. Alex seconded the motion and the vote was unanimous.***

Motion: On Monday, November 11, 2013, the Youth Director Search Committee finished with its search and recommended the following to the vestry: ***We recommend that Neil Patterson is offered the job as part-time youth director for Otey Parish. If for some reason Neil does not accept, we recommend that Jeannie Babb be offered the job. The motion passed.***

Respectfully submitted,
Beth Wiley, Clerk of the Vestry

ACTION ITEMS	LEAD
Finalize Memorial for Bob Jones	Ann Millar & 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
Verify that all college students assisting with Fire on the Mountain and/or Sunday School have had <i>Safeguarding God's Children</i> training.	Ann/Betty Carpenter Not Yet Complete!
Post a copy of meeting minutes beside kitchen in Brooks and on website.	Ann/Frieda Gipson
Schedule celebration of Betty's ministry as FOM Director	Vestry
Schedule a celebration of Betty's ordination to the Diaconate	Sr. Warden
Rewrite Vestry Nomination Form Instructions	Alex

Oct 17, 2013

Thank you for agreeing to let me speak before you tonight. I'm only sorry I didn't speak up sooner. In my defense, I talked with Joe, who was my immediate supervisor, approximately one year ago last November. I told him everything I am telling you now, but nothing ever came out of that, and now here we are.

I am asking you to remove Ann and Roy Millar from their positions of authority, and for two reasons:

1) They have abused the power with which you, the Vestry, have entrusted them. They abused Joe, they abused Beverly, they abused me. If you've ever seen the movie "Gaslight," you will have some idea of what it's like trying to work under them -- it's impossible. In addition, they have hurt others in the community, members of this church and now, ex-members of this church. As long as they are the official, recognized leaders of Otey Parish, their reputation will be inseparable from Otey Parish, and all of us will suffer for it.

2) They make bad decisions. Many of you know by now that I got into fights with Ann and Roy when I was working here. What you probably don't know is what exactly we fought about. Contrary to what you may have heard, it was not a matter of "personalities" or "styles," because believe it or not I'm actually a pretty robust person. We fought about issues of substance. We fought about whether or not it was okay to co-mingle funds between Otey and CAC, making the CAC books unreconcilable. We fought about whether or not it was okay to backdate deposits to deceive the IRS. Their arguments in favor of these actions boiled down to: 1) everyone does it and 2) nobody cares, and while I'm willing to concede that they may have been right about that, it was never something I could do without protest. And I cannot believe they were acting with your knowledge and consent.

Again, I'm sorry I did not come forward sooner, and I hope you, the Vestry, will vote to remove them from their positions of authority. Thank you.

"The Vestry shall elect from among its members a Senior Warden and a Junior Warden. The Vestry shall also elect a Treasurer, a Clerk, and such other officers as it shall desire, none of whom need be members of the Vestry."

The Canons of the Diocese of Tennessee, Canon 15. Sec 11

September 20, 2013

We the undersigned do hereby declare that we have no confidence in the leadership of Senior Warden Ann Millar and Treasurer Roy Millar.

We request the Vestry of Otey Parish vote to remove them from their positions as officers.

<u>Lisa Ray</u>	<u>Michael C. Hurst</u>
<u>John Washfield</u>	<u>Frank Tozzi</u>
<u>Patricia R. Thompson</u>	<u>Ken Dwyer</u>
<u>Yvonne Castle</u>	<u>Daryl Bowman</u>
<u>Peter Troenchi</u>	<u>Ina Wray</u>
<u>The Rev. Dr. John Barker</u>	<u>Wynell Fowler</u>
<u>A. - Lee Love</u>	<u>William Vidmar</u>
<u>Laura - since they were at situation</u>	<u>Charles</u>
<u>Hunt Owen</u>	<u>Dee Eichler</u>
Dr. Edwin Lewis⁺	<u>Ed</u>
<u>Jean A. Gastman</u>	<u>Gard Burnett</u>
<u>Wynne C. Gastman</u>	<u>John</u>
<u>Bridget L. Griffith</u>	<u>Chris Amussen</u>
<u>Mary Martin Davis</u>	<u>Debbie Wick</u>
<u>Steph L. Latta</u>	<u>Rhonda Phibbert</u>
<u>Lee Stegler</u>	<u>Randy Buid</u>
<u>D. M. Thomas</u>	<u>Wing Canna</u>

Senior Warden's Report
October 17, 2013 Vestry Meeting

All the topics I would cover in my report will be agenda items:

Interim Selection Process

Diocesan Convention

Annual Parish Meeting

Vestry Candidate Nomination Process

Vestry Clerk

Where to charge costs associated with Betty's ordination

Where to charge costs associated with hiring interim

Jr. Warden's Report
October 2013

Otey Buildings

The annual Facilities budget is \$34,950; actuals to date (September) are trending favorably, at 56.51% of budget. The treasurer's report includes detailed information by account.

The Buildings Committee met on October 9 and discussed status of issues with lights in Brooks Hall and the church. William McBee has now replaced an old breaker box at the back of Brooks Hall. The problem with the lights appears to be fixed. Roy has talked with a consultant regarding the light fixtures in the church and there will be a recommendation forthcoming for replacement of the current light fixtures with something that is more functional. The control valve on the gas line has been replaced.

Playground cleanup will take place November 2.

Capital Campaign Follow-up Committee

The capital campaign total collected as of September 16th is \$954,185.70, and is 76.92% of total gifts and pledges expected amount of \$1,240,197.00.

2014 Budget Planning

The Budget Committee met October 7 to discuss the 2014 budget. Various assignments were made after detailed discussion of all line items except payroll. The Jr. Warden, with the help of the Buildings committee, has the responsibility of budgeting for the Facilities accounts. We are focused on providing a good basis for the costs associated with all buildings and grounds, especially pertaining to the new Parish house. Roy distributed details of account history from the past 5 years.

Other support

This last month has required working with the Sr. Warden and other vestry members to prepare for the selection of an interim priest.

Much thought has been given in the planning of meetings, interim visits, housing, and contacting references.

I have offered input to the Annual Giving committee chair regarding this year's campaign.

			<u>Amount</u>	<u>Amount</u>
			<u>10/17/13</u>	<u>9/30/13</u>
Otey Memorial Parish Church				
Investments and Restricted Account Information				
Report Date: October 17, 2013				
			<u>Amount</u>	<u>Amount</u>
			<u>10/17/13</u>	<u>9/30/13</u>
Investments:				
	Vanguard		\$480,634	\$579,288
	Episcopal Endowment Corp.		\$16,020	\$16,020
	Regions Money Market		\$12,959	\$12,959
	First Tennessee		<u>\$50,006</u>	<u>\$50,002</u>
		Total	\$559,619	\$658,269
Restricted Accounts/Committed: (balance)				
	Phase II Construction		\$62,397	\$326,148 *
	Brooks Hall Repair		\$8,715	\$8,715
	Memorials		\$11,090	\$11,090
	Sabbatical Reserve		\$14,100	\$14,100
	CAC		\$6,236	\$6,450
	Altar Guild Flowers		\$173	\$103
	Other		<u>\$1,850</u>	<u>\$1,850</u>
		Total*	\$104,561	\$368,456
Capital Campaign Pledge Payments and Gifts: \$962,578*				
Expenses - Phase II Design/Construction - To Date: \$900,181*				
Regions Checking account as of Oct 15th = \$78,946.94 and for Sept 30th = \$70,971.80				
Investments available for PH Construction:			\$559,619	
		Reserve	-\$100,000	
		Restricted	-\$42,164	
		Total	\$417,455	

Otey Memorial Parish
Vestry Long Form
Fund: Otey Church General Fund
January to September 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	\$684.25	\$670.25	\$4,793.52	\$5,262.99	59.92 %	\$8,000.00
4115 - 1/4th Plate to Rector's Discr Fd	\$0.00	(\$624.73)	(\$783.33)	(\$1,372.80)	0.00 %	(\$2,000.00)
4131 - Pledge Payments	\$27,047.05	\$15,940.94	\$240,553.05	\$222,568.34	78.25 %	\$307,400.00
4151 - Non-Pledge Gifts	(\$634.00)	\$12,357.40	\$9,813.65	\$25,238.47	31.66 %	\$31,000.00
4191 - Other Outside Support Revenues	\$1,602.40	\$1,250.74	\$11,003.70	\$12,391.27	68.77 %	\$16,000.00
Total Support From Outside Sources	\$28,699.70	\$29,594.60	\$265,380.59	\$264,088.27	73.64 %	\$360,400.00
Support From Internal Sources						
4511 - Checking Account Interest	\$8.86	\$0.00	\$43.04	\$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	\$8.86	\$0.00	\$50.21	\$0.00	0.00 %	\$0.00
Total Revenues	\$28,708.56	\$29,594.60	\$265,430.80	\$264,088.27	73.65 %	\$360,400.00
Expenses						
Work Outside Congregation						
5111 - Diocesan Assessment	\$2,083.00	\$2,083.33	\$18,747.00	\$18,749.97	74.99 %	\$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	\$749.97	43.16 %	\$1,000.00
Total Work Outside Congregation	\$2,083.00	\$2,166.66	\$19,928.57	\$20,249.94	72.47 %	\$27,500.00
Work Within Congregation						
5211 - Work Within Congregation	\$0.00	\$41.67	\$324.47	\$375.03	64.89 %	\$500.00
Programs						
Christian Education						
5311 - Christian Education	\$0.00	\$243.97	\$1,196.73	\$1,310.12	79.78 %	\$1,500.00
5317 - Discernment	\$0.00	\$16.67	\$0.00	\$150.03	0.00 %	\$200.00
Total Christian Education	\$0.00	\$260.64	\$1,196.73	\$1,460.15	70.40 %	\$1,700.00
Parish Life						
5331 - Parish Life	\$9.80	\$239.41	\$610.33	\$682.05	61.03 %	\$1,000.00
Total Parish Life	\$9.80	\$239.41	\$610.33	\$682.05	61.03 %	\$1,000.00
Worship						
5351 - Altar Supplies	\$0.00	\$139.02	\$602.48	\$900.00	66.94 %	\$900.00
5353 - Communion Prep. & Confirmation	\$0.00	\$0.00	\$0.00	\$200.00	0.00 %	\$200.00
5355 - Music	\$0.00	\$62.96	\$457.63	\$978.91	45.76 %	\$1,000.00
5357 - Prayer Books and Materials	\$0.00	\$0.00	\$0.00	\$300.00	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	\$0.00	\$0.00	\$162.05	\$750.00	21.61 %	\$750.00
Total Worship	\$0.00	\$201.98	\$1,822.16	\$4,055.45	36.81 %	\$4,950.00
Youth						

Otey Memorial Parish
Vestry Long Form
Fund: Otey Church General Fund
January to September 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	\$0.00	\$100.02	\$1,251.40	\$2,443.92	41.71 %	\$3,000.00
Total Youth	\$0.00	\$100.02	\$1,251.40	\$2,443.92	41.71 %	\$3,000.00
Total Programs	\$9.80	\$802.05	\$4,880.62	\$8,641.57	45.83 %	\$10,650.00
Operating Expenses						
Salaries & Wages						
5411 - Clergy	\$4,780.92	\$4,780.92	\$43,028.27	\$43,028.28	75.00 %	\$57,371.00
5413 - Seminarian	\$0.00	\$0.00	\$0.00	\$250.00	0.00 %	\$500.00
5415 - Supply Clergy	\$450.00	\$384.62	\$1,800.00	\$1,769.24	90.00 %	\$2,000.00
5421 - Youth Minister	\$1,485.42	\$1,464.26	\$13,368.77	\$13,432.25	75.00 %	\$17,825.00
5431 - Organ & Choir	\$686.67	\$686.67	\$6,180.02	\$6,180.03	75.00 %	\$8,240.00
5432 - Supply Organ	\$150.00	\$50.00	\$450.00	\$450.00	75.00 %	\$600.00
5451 - Child Care	\$394.90	\$315.43	\$2,976.82	\$3,753.91	59.54 %	\$5,000.00
5461 - Dir. Christian Formation	\$1,035.17	\$1,035.17	\$9,316.52	\$9,316.53	75.00 %	\$12,422.00
5471 - CAC Director (Otey)	\$1,416.67	\$1,416.67	\$12,750.03	\$12,750.03	75.00 %	\$17,000.00
5481 - Office Staff	\$2,666.67	\$2,666.67	\$24,000.03	\$24,000.03	75.00 %	\$32,000.00
5486 - Financial Staff	\$0.00	\$1,048.00	\$7,336.00	\$9,432.00	58.33 %	\$12,576.00
5493 - Otey Notes	\$266.67	\$266.67	\$2,400.03	\$2,400.03	75.00 %	\$3,200.00
Total Salaries & Wages	\$13,333.09	\$14,115.08	\$123,606.49	\$126,762.33	73.26 %	\$168,734.00
Employee Benefits						
5511 - Clergy Pension	\$0.00	\$0.00	\$12,557.88	\$12,562.50	74.97 %	\$16,750.00
5521 - Clergy Insurance	\$1,182.11	\$1,183.33	\$11,111.49	\$10,649.97	78.25 %	\$14,200.00
5526 - Clergy Housing & Utility Allow.	\$2,534.66	\$2,500.00	\$22,811.94	\$22,500.00	76.04 %	\$30,000.00
5531 - Clergy - SECA Payments	\$567.10	\$583.33	\$5,103.90	\$5,249.97	72.91 %	\$7,000.00
5551 - Staff Payroll Taxes	\$608.34	\$691.67	\$5,992.15	\$6,225.03	72.19 %	\$8,300.00
5561 - Staff Pension	\$240.00	\$416.67	\$2,160.00	\$3,750.03	43.20 %	\$5,000.00
5571 - Staff Insurance	\$1,064.80	\$691.67	\$6,516.40	\$6,225.03	78.51 %	\$8,300.00
Total Employee Benefits	\$6,197.01	\$6,066.67	\$66,253.76	\$67,162.53	73.99 %	\$89,550.00
Insurance						
5611 - Property & Liability Insurance	\$0.00	\$0.00	\$11,642.00	\$6,500.00	179.11 %	\$6,500.00
5631 - Workers Compensation	\$1,213.00	\$0.00	\$790.00	\$2,000.00	39.50 %	\$2,000.00
Total Insurance	\$1,213.00	\$0.00	\$12,432.00	\$8,500.00	146.26 %	\$8,500.00
Facilities Expenses						
5711 - Repairs & Maintenance	\$2.89	\$208.33	\$1,154.28	\$1,874.97	46.17 %	\$2,500.00
5751 - Contracted Services	\$950.00	\$1,465.25	\$9,267.80	\$9,989.04	68.65 %	\$13,500.00
5761 - Furnishings	\$0.00	\$166.67	\$0.00	\$1,500.03	0.00 %	\$2,000.00
5771 - Supplies	\$0.00	\$54.49	\$325.24	\$533.88	43.37 %	\$750.00
5781 - Electricity	\$469.86	\$580.88	\$3,187.84	\$6,449.31	41.40 %	\$7,700.00
5783 - Gas	\$42.00	\$69.45	\$1,723.06	\$2,407.55	57.44 %	\$3,000.00
5785 - Water & Sewer	\$623.74	\$248.09	\$1,392.57	\$2,229.30	55.70 %	\$2,500.00

Otey Memorial Parish
Vestry Long Form
Fund: Otey Church General Fund
January to September 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	\$425.00	\$215.31	\$2,700.00	\$2,332.54	90.00 %	\$3,000.00
Total Facilities Expenses	\$2,513.49	\$3,008.47	\$19,750.79	\$27,316.62	56.51 %	\$34,950.00
Office Services						
5811 - Audit	\$0.00	\$0.00	\$0.00	\$0.00	0.00 %	\$4,900.00
5821 - Computer Expenses	\$434.23	\$250.00	\$2,000.75	\$2,250.00	66.69 %	\$3,000.00
5831 - Copying expenses	\$208.59	\$250.00	\$1,859.48	\$2,250.00	61.98 %	\$3,000.00
5841 - Office Supplies	\$20.20	\$208.33	\$1,071.58	\$1,874.97	42.86 %	\$2,500.00
5851 - Office Equipment Purchases	\$0.00	\$41.67	\$24.00	\$375.03	4.80 %	\$500.00
5861 - Postage	\$0.00	\$199.57	\$181.18	\$547.16	30.20 %	\$600.00
5871 - Telephone	\$712.89	\$500.00	\$4,278.65	\$4,500.00	71.31 %	\$6,000.00
5891 - Miscellaneous Expense	\$0.00	\$41.67	\$662.51	\$375.03	132.50 %	\$500.00
Total Office Services	\$1,375.91	\$1,491.24	\$10,078.15	\$12,172.19	47.99 %	\$21,000.00
Organizational Expenses						
5911 - Clergy Car Expense	\$0.00	\$0.00	\$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	\$300.00	0.00 %	\$300.00
5961 - Publications	\$0.00	\$0.00	\$572.59	\$371.65	57.26 %	\$1,000.00
5971 - Communications	\$15.00	\$83.33	\$858.25	\$749.97	85.82 %	\$1,000.00
5981 - Stewardship	\$0.00	\$585.27	\$137.00	\$835.12	9.13 %	\$1,500.00
5999 - Vestry	\$0.00	\$206.94	\$287.98	\$821.54	28.80 %	\$1,000.00
Total Organizational Expenses	\$15.00	\$875.54	\$5,487.83	\$6,849.95	50.81 %	\$10,800.00
Total Operating Expenses	\$24,647.50	\$25,557.00	\$237,609.02	\$248,763.62	71.24 %	\$333,534.00
Total Work Within Congregation	\$24,657.30	\$26,400.72	\$242,814.11	\$257,780.22	70.45 %	\$344,684.00
Total Expenses	\$26,740.30	\$28,567.38	\$262,742.68	\$278,030.16	70.59 %	\$372,184.00
Net Total	\$1,968.26	\$1,027.22	\$2,688.12	(\$13,941.89)	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	\$3,750.03	0.00 %	\$5,000.00
Total Other Expenses	\$0.00	\$416.67	\$0.00	\$3,750.03	0.00 %	\$5,600.00
Net Operating Total	\$1,968.26	\$610.55	\$2,688.12	(\$17,691.92)	0.00 %	(\$17,384.00)

Newcomer's Report
October 2013

A list of persons who have received an Otey card and bread.

Joanne Filchock, now a permanent Sewanee resident living on Laurel Street. She is a doctor and her son is an undergraduate at Univ. of the South.

Katherine Williams, a single person who owns a home in Cliff Tops. Waiting for her sister to move in with her. Has been attending regularly.

I would like to have a gathering of fairly new or brand new parishioners. Aaron and Julie Elrod offered to have it at their home which might be nice. This could happen after the interim is in place. All vestry members, and other committee heads could be invited.

I have chosen three brochures about the Episcopal Church to include in newcomer info. They are titled Welcome to The Episcopal Church, Family Prayer, and 5 Marks of Mission by Katherine Jefferts Schori; plus some free stuff from ERD.

All I need now is a two to three page synopsis of our various groups and ministries.

Carol Sampson

COMMUNITY ACTION COMMITTEE
Board Report
Betty Carpenter

Mark your calendars! The Fund Raiser date is set.

November 10, 2013 Time: 12:30
Theme: "HUNGER IS NOT A GAME"
Location: Cravens (no cost to us)

Ticket Cost: \$10

I have been in conversation with Sewanee Catering and Chef Rick. They want to partner with us and Chef Rick has had experience with the Hunger-Meal format and is very excited to be involved in outreach with CAC.

Gabby Valentine our official Bonner Scholar and I worked on the flyers and ticket design and are pleased with the results. Volunteers will distribute them around key places on campus and with local businesses. I will ask Sewanee Business Alliance to cover the cost of printing.

I attended a training session for Bonner sites recently and have completed all applications for grants: Community Chest, Dandridge Trust, Cumberland Plateau Community Fund. Hopefully we will receive most of what we asked for.

Peter Hutton whose contribution to CAC is the monthly pick-up from 2nd Harvest in Nashville was out of town and Brenda Matthews graciously offered to do the pick-up. The perishable Food Route is now the 4th Tuesday and volunteers are being lined up for the next run.

It is too early to tell what effect the cut in food stamps will have on our client base. We have not tracked the number receiving food stamps.

One client has moved into Public Housing in Winchester and one client is still on the waiting list.

We went down to Sherwood on October 10 to share a meal with the students involved in "Food With Friends", The Community Center was the location and we notified all of the CAC clients and invited them to come to share a meal and pick up groceries. There was a good turn out and the next meal will be at Epiphany Episcopal Church.

One of the things on the Community Chest grant was that I encourage all Board Members to contribute so consider this as the formal request to make a contribution.

Things continue to go well and I look forward to the upcoming fund-raiser event.

November 10 Hunger is NOT a Game
November 22 Thanksgiving Meal

Core Functions-

Food-\$1,610.84

Utilities-\$1,819.98

Referrals to other agencies-3

Medical-\$105.02

Clients Served-40 Households have received groceries in Oct.

42 signed Guest Book

DATE: October 14, 2013
TO: Doug Seiters
FROM: Robin A. Reed
RE: October Vestry Update

Doug:

I know that you are out of town, but will continue to keep you informed.

Here is a summary of the Christian Formation Committee work this month.

- 1) Nursery. The nursery is full of little ones both services. Sr. Anna Kathleen has volunteered to cover several Sundays for part of the morning, and I have filled in the other times when Stephany Faxon has been out of town. Sheila Layne took a much needed day off last week.

Danielle Bedwell, who worked for Otey Parish for several years in the Nursery, has indicated she would like to return. She will complete the Safeguarding Training on-line. Frieda ran an ad on Classifieds and we got one response from a young lady, Morgan Hodges, who will turn 21 in December. I will interview her and have her apply, so if she passes her background check and interview, we can put her to work after her birthday.

When I was on duty in the Nursery, I noted that we really need some new, clean toys for the children. I will buy about \$100.00 in new toys and a CD player with recommendations from the Nursery staff.

- 2) Godly Play. Class attendance has been lower than last year. We have a great team in place. I will contact some parents to see what might be keeping folks from having their children attend Sunday School.
- 3) Adult Sunday School. Thanks to the combined efforts of a dynamic committee, the "Hunger: Faith in Action" series has much energy going forward and partnership with the community and university. We have moved back to the Conference Room and now know to put the table down, so we can seat more folks. Attached please find an updated Hunger series schedule. Pete Trenchi continues to lead "The Lectionary Class" which has faithful attendance.
- 4) Faith and Film series." The series continues to be a success. Fifteen folks attended, "Babette's Feast," which was hosted by Amy and Neil Patterson. The film proposed for October, "The Hunger Games," has been replaced with "Places in the Heart," due to concerns about too much violence in the original film. I will host this event.
- 5) All Saint's Day Celebration. Per recommendation of Anne Griffith, we will be making crosses, decorating cards, and packing groceries for CAC clients on October 27th. Crosses will then be hung in the church prior to the first service on All Saint's Sunday, November 3rd.

6) The Epiphany Pageant. Mary Beth Williams Bankson has agreed to be in charge of the Epiphany Pageant 2014. She is going to need some support. I will clarify what she specifically will need. Vestry recommendations are most welcome.

Thank you.

Faithfully,

Dr. Robin A. Reed

Youth Ministry

Fire on the Mountain continues to go well. At Movie Nite recently we previewed "A Place at the Table" with a good discussion following. It will be good to involve youth in CAC activities when appropriate and there will be some good opportunities coming up in November.

The new interns are doing a wonderful job. Attendance is strong and we have added new members as a direct result of the Angel Park sign up. Our next scheduled event is the annual Halloween Party for moms and kids of Blue Monarch. Jay Fisher arranged vans so there will be no cost for the rental.

bcarpenter

October 16 Vestry Reports
Pratt Paterson

Stewardship

The stewardship letter will go in the mail this week following Corky Carlisle's stewardship sermon this past Sunday. The Ingathering Service, during which we encourage people to put their pledge cards in the offertory, is November 3. During the follow-up period (Nov. 4-Dec. 31), we will analyze data from previous years, consider another letter to those that have not pledged, and more. Please let me know if you have questions.

Youth Director Search Committee

We have put together a very good committee. The group had a good meeting and outlined our plan moving forward. We have advertized the position in the diocesan announcements, Classifieds, and Facebook. The post will appear in this week's Messenger and next week's diocesan newsletter, also. To date, we have one received one application. The committee will begin interviewing candidates around November 1 and we hope to have a recommendation to the vestry for the November vestry meeting or the December vestry meeting at the very latest.

OTEY MEMORIAL PARISH

VESTRY NOMINATION FORM

- **Nominations are due in the Parish Office by November 10.**
- **Annual Parish Meeting (and vestry election) is on Sunday, December 8 at 10:00 a.m.**

About the Vestry

Originally the word “vestry” referred to the room where the priest would put on his vestments, at which time local laity would meet with him to discuss the affairs of the parish. Over time the name of the room came to signify the group of people who governed a parish because it was where they met. While the vestry meeting location has changed, the name has remained the same.

Role of the Vestry

The vestry of an Episcopal church has three primary responsibilities: 1) parish finances and 2) care of parish buildings, (3) to help select individuals to fill various positions of leadership and representation: the choice of a rector, the choice of delegates to the diocesan convention, and others (such as an interim rector) as the diocesan canons may stipulate. The vestry also serves as an advisory council to the rector who by church law is the parish’s chief liturgical and pastoral officer.

Membership

The vestry consists of lay members of the church elected by the congregation at the annual parish meeting. The vestry of Otey Parish has nine elected members. To be eligible for the vestry, a parishioner must be a communicant of the parish, at least 18 years old, a pledging member in good standing, and cannot have served on the vestry during the preceding year.

New vestry members will replace members who have completed their terms (Steve Blount, Ann Millar and Dave Spaulding.) In addition a member must be elected to serve out the remaining two years of the term of Theresa Shackelford who resigned during the first year of her term. Doug Seiters was elected by the vestry to serve the remainder of this year, but must be elected by the parish membership to continue for the remaining two years of this term. Continuing vestry members are Amy Burns, Alex Bruce, Karen Keele, Pratt Paterson, and Carol Sampson.

Expectations/”Job” Description for Vestry Members

Vestry members should be active participants in parish worship and events.

Expectations for a Vestry member include (but are not limited to) the following: attending monthly meetings at 6:30 p.m. on the third Thursday of each month; attending quarterly all-day work sessions (Saturdays usually); serving as “Vestry Member of the Day” for 6-7 times yearly on Sundays (includes making “Welcome Visitors” announcements during church services and inspection of the church buildings and grounds prior to early service and after coffee hour); representing the interests of an assigned “focus area” which includes serving in an active role on one or more parish committees and completing Safeguarding God’s Children online training.

Name of Nominee_____

Your name_____

