

## Rector's Report: 19 May 2016

*Some of my activities in addition to Sunday services between Monday, April 18, and Tuesday, May 17, 2016:*

Evening Prayer (as available, Mon-Thurs)

8 pastoral meetings or visits

Meetings:

Wardens (twice)

Sr. Warden

Staff (twice)

Parish Administrator (often)

Buildings and Grounds Committee

Bill Engel re: Sewanee's Jewish community

Outgoing Treasurer

Incoming Treasurer

Director of Christian Formation (weekly)

Christian Formation Committee

A seminarian

Diocesan Fresh Start meeting (twice—DuBose and Nashville)

Seminary Eucharist and lunch (normally weekly)

UoS School of Theology Commencement

Diocesan Clergy Colloquium (DuBose)

Lunch with Chaplain Tom Macfie

Rotary (weekly)

Performed in University Orchestra concert with Univ. Choir, Delcamp, Rupert

Showed Godly Play I class the furnishings, vessels and other items in the church

Fat Brunchday—Jazz combo rehearsals & performance

Appreciation lunch with Frieda Gipson for Administrative Professionals' Week

Examined sound system at St. Mary's Convent

Pentecost—teacher recognition and picnic with St. James, May 15

Rehearsals and performance of postlude on Pentecost

Coming Up:

Summer 5pm Sunday Eucharist celebrations—June 12, July 10, August 14

VBU's, June

Stephen Ministry Training July 10-16 (Dallas)

Vacation, July 20-Aug 8 (approx.)

*-Mickey Suarez and his crew have begun work on the combination of closets in Claiborne to form an office for the Financial Administrative Assistant.*

*-I will be undertaking annual staff reviews in the month of June.*

*-A couple of donors have volunteered to contribute toward a sound system for St. Mark's Hall. I am in the process of gathering information; "Mo" Ostrowsky will visit tomorrow.*

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**MINUTES OF THE VESTRY**

Otey Memorial Parish Church

March 16, 2016

5:00 PM

Present: Larry Barker; Pam Byerly; Shelley Cammack; Dorothy Gates, Junior Warden; Tim Graham; Barbara Prunty; Rachel Suarez; Ken Taylor; Laura Willis, Senior Warden; Rob Lamborn, Priest; Ann Aitken, Clerk

Beth Wiley; Treasurer, attended during the presentation of the financial reports

Absent:

Visitors: None

The meeting opened with evening prayer and readings

APPROVAL MEETING MINUTES

**Motion:** Laura moved that the February 2015 minutes be accepted. Pam seconded the motion. The motion passed by unanimous vote.

TREASURER’S REPORT – Beth Wiley (See report Attached)

1. *Loan Payment Detail: (Attached)* Beth reviewed the reports attached.
2. *2015 Final Adjustments:* The final adjustments to the 2015 Budget shows a \$20,500 deficit, almost all from revenue shortfall.
3. *2016 Financial Report: (See attached copy)* Beth reviewed the 2016 financial report for January and February. Otey is running a \$4,600 deficit to budget.
  - a. Revenues are running about \$9,000 behind..
  - b. Expenses are about \$4,000 under budget.
  - c. Health Insurance: Tim asked about the family health insurance. Rob noted that ½ of the insurance is paid by the diocese, but that sum is not yet posted.

**4. Appreciation for Beth Wiley’s Service to Otey:** Rob and the Vestry thanked Beth for her service to Otey as Treasurer, and wished her well in her new job at East Tennessee State University.

RECTOR’S REPORT- Rob Lamborn (See report attached)

1. *New Offices.* Rob has moved to his new office in the Parish Hall. Frieda and Diane will move when the switch to Charter phone service is completed on March 17.

2. *Cyber Harrassment:* Rob warned that harassment has ticked up in the form of false messages from his hacked e-mail. The Vestry should be aware that they may receive false messages from Rob's e-mail.
3. *Gay Straight Alliance:* Rob attended the Franklin County High School Board meeting during which the Board was to determine whether the Gay Straight Alliance club will be allowed to meet at the high school. Decisions were postponed until a future date.

SENIOR WARDEN'S REPORT - (No Report)

JR. WARDEN'S REPORT- (No Report)

COMMITTEES (ATTACHMENTS)

1. *Building and Grounds* (See report attached) Paving the Driveway: Dorothy and Frieda met with Brian Wright, the University planner, to discuss a new street that the new town plan shows will be built in the space where the Otey driveway currently runs. According to the University plan, a street will be built beside Brooks Hall from University to Willie Six. The street may be either 18' or 11' wide. Dorothy suggested that the street be built during the summer when Tinsley is on the mountain. The University and Otey will each pay some portion of the cost.
- 2.. *CAC:* Larry Barker (See report Attached).
3. *Parish Life:* Ken
  - a. Ken noted that Brooks Hall will be available to be rented for events after Frieda and Diane move to the Parish Hall
  - b. Ken asked for volunteers to help with the Easter reception.
4. *Christian Formation:* Shelley
  - a. Easter Egg Hunt: Jeannie Babb has planned to prepare for the Easter Egg hunt at 2:00 on Saturday before Easter. Then on Easter Sunday the hunt will be held between services.
  - b. Vacation Bible School will be held this summer after all.
  - c. Sunday School Teacher Appreciation: Will be held May 15. Teachers will be awarded a certificate of appreciation and a Blue Chair coupon.
  - d. Youth Sunday: Is April 17. The youth will perform the entire service.
  - e. Womens' Spirituality Group: Meets Sundays from 3:30 to 5:00 and is currently reading Frederick Boechner's book, "The Hungering Dark"

NEW BUSINESS

- (1) *Treasurer:* Rob will begin the search for a new treasurer. Beth will stay on as Treasurer until the new treasurer accepts the position.

(2) *Christian Education Director:* Rob announced that pledges have reached \$352,000 and therefore Otey will have sufficient revenue to hire a Christian Formation Director for the remainder of the year.

Discussion: Tim asked whether this step is advisable given that there is a \$9,000 deficit in pledge payments for the first 2 months of the year. Laura commented that this is an important position for Otey. Pam stated that she believes this step will have a positive effect in the community and may also have a positive effect on the revenues. Shelley commented that Brown, Virginia and \_\_\_\_\_ have done a great job this year with the Sunday morning program, but that Christian Ed needs support during 2016 to sustain the quality.

***Motion: Pam moved that the 2016 Budget be amended as follows: Reduce Line 1611 by \$1,600, Increase Line 4131 Pledge Payments by \$9,150 and Increase Lines 5461 Christian Formation Director and Line 5551 Staff Payroll Taxes by a total of \$10,742.***  
Dorothy seconded the motion and the motion passed by unanimous vote.

CONTINUING BUSINESS

The meeting was adjourned at 6:00.

**NEXT MEETING April 21 AT 5:30.**

Respectfully submitted,  
Ann Aitken, Clerk of the Vestry

ACTION ITEMS	LEAD
Hiring new Christian Formation Director	Rob
Finding new Treasurer	Rob
New Driveway and Brooks Basement Cleaning	Building Committee
Sanctuary Floor	Building Committee

## Buildings and Grounds Committee -Minutes

May 11, 2016

### Updates on Projects

1. De-cluttering Brooks basement - Karen Keele reported results of the All Sewanee Yard Sale on April 30 - \$1,970. There may be a little more to trickle in and she will let us know. This was a combination of items from Brooks basement, SCC, Brooks attic and the Thurman booksale.
2. Office space in Claiborne – awaiting Mickey Suarez return.
3. Electrical work -Rheostat in chapel light (request of Centering Prayer Group) – awaiting Mickey’s return. Evan Jones to repair outside lighting when his time allows.
4. Office door windows – Rob reported they have arrived. Awaiting Mickey’s return.

### Items for Discussion/Action

1. Stone benches to be moved - Louise Irwin met with Kim King and benches will be moved soon.
2. Speed bumps – Drew relocated to storage within the new garbage can area on the side of Books Hall for possible future use.
3. Moisture in Brooks Hall basement – Drew’s extension of the outside gutter spout has worked in reducing the basement moisture. Waiting on Mickey to help Drew in unclogging of underground drain line.
4. Driveway paving – Brian Wright, the University Planner, finally responded back and is planning on being on campus on May 18. He has been working with the county to revise the zoning which also includes street widths. Decisions about what we can do with the driveway lie with the Lease Committee so he has involved Barbara regarding this. He explained that a yield movement street would probably be best since there is another cross slope road (Sartain Rd.) nearby. A yield street should be about 14’ wide assuming there is a little room on the shoulder for the opposing vehicle to move on to. He will measure for easement when he comes on the 18<sup>th</sup>.
5. Otey stone sign refurbishment has been completed.
6. Linen storage in Sacristy – Rob will check with George to see exactly what he is envisioning.
7. Develop cost schedule for use of Brooks Hall for events. Discussion about what type of events might be included – keep in mind possible use of tents in Brooks front yard. Frieda will see if she can find the previous cost schedule from which to work.
8. Regularized volunteer opportunities – Rob suggested we work toward a Fall Cleanup project in which everyone will be invited to participate. This will be ongoing in both the Fall and Spring. We will contact Betty Barton to get her input on grounds projects needed to be accomplished.
9. Preparation of Brooks Hall for future use – spruce up space – Karen Keele and Barbara Prunty will look out what is needed. Drew will remove nails and screws from walls and spackle. Will consider what painting other than touch-up is needed.

### Future Projects

1. Refinishing church floor – Bob Burns attended the meeting to give us the estimated from Scott Powers. The estimate was for 2,500 Sq. ft. with removal of pews. It would take approximately 5 days to complete and would cost \$7,300. If we removed the pews it would cost \$5,750. There was a discussion of possibly sealing the floors ourselves without refinishing or removal of pews.
2. Sound systems – a. Church – Michael Ostrowski from the University Technology Access Services is coming 5/19 to look at the needs and possibly make a suggestion of how to handle. b. St. Marks Hall – Michael will also look at this area to see if there is anything further we might consider.
3. Acoustics – a. St. Mark's floors – Sound deadening between floors to be done as money allows. b. Reverberation in the Hall – Barbara Prunty was not present to give a report on the possible use of drapes.
4. Relocate garbage cans – project completed thanks to quick action of Drew, Mickey and team.

CAC BOARD REPORT  
MARCH 2016

One of the foundations of Community Action Committee is trust. We trust that donors will be generous and that grants will see fit to fund us for another year. We trust that the volunteer pool will run deep and monthly requests for specific items will show up in plenteous supply on Pantry Sundays. Those who seek our help trust that we will be available to meet their needs with the availability of nutritious food and adequate funding to provide assistance with utility, housing, medical, dental and housing needs.... mutual trust on both ends. It is my prayer that sometime somewhere those who give and those who receive will find themselves in a place where their lives intersect and their mutual trust can be celebrated.

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Core Functions

Families Served-32

Individuals Who Came To CAC-133

Grocery Bags Distributed-68

Medical/Dental-1

Housing-1

Education-0

Referrals-5

Volunteers-52

Utility Assistance-18

Home Visits-1

Betty Carpenter



COMMUNITY ACTION COMMITTEE  
APRIL 2016

We welcome Cindy Potter as our newest member of the CAC Board and are most grateful that she is willing to share her gifts as we move forward with a shared vision. The mini-grant I submitted to the Monteagle/Sewanee Rotary was approved and we will be able to purchase a new printer and computer for our volunteers. The South Cumberland Community Grant shows great promise and I am hopeful we will have a good outcome from the good work of Mike Wood, Allison Bruce and Karen Vaughan. Things will slow down in the summer time and that will be my opportunity to clean out some old files and reorganize the volunteer space.

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CORE FUNCTIONS

Individuals who came to CAC- 139

Families served- 42

Grocery bags distributed- 47

Medical/Dental- 1

Housing- 1

Education-0

Referrals-5

Home visits- 0

Utility assists-13

Betty Carpenter

Christian Formation Vestry Report  
May 16, 2016  
Shelley Cammack

The Christian Formation Committee had its first meeting with Jeannie Babb as the new CF Director on Monday, May 9, 2016.

Carol Sampson began with a report about the Women's Spirituality Group. The group ended the spring session after having read two books, *Pastrix* by Nadia Bolz-Weber and *The Hungering Dark* by Fredrick Buechner. Carol is considering inviting women of the broader Episcopal community to speak to the group about their organizations. These might include centering prayer, the Episcopal Community Circle of Leadership, the Society of Companions of the Cross, to name a few. She suggested a meeting whereby participants take a silent walk with a companion and return to share thoughts and observations while on those walks. Carol is also considering *A Monk in the World* by Wayne Teasdale for the group's next book in the fall. She believes the goals of the group have been met in gathering, sharing our faith and getting to know one another better. There was a suggestion to rename the group Otey Reads and open it up to both sexes.

Brown Patterson reported on the tremendous success of the Adult Forum program throughout the year. Brown, Virginia Craighill and Jennifer Michael want to honor each of the presenters with a thank you note and enclosed gift card to The Blue Chair. He has invited all of the presenters back to Otey for the Sunday School hour on May 15 for a Celebration and Assessment of the year and to begin plans for next year's adult forums. He and Jennifer and Shelley met Thursday, May 12, to write those cards and add the gift certificates. Jennifer Michael is resigning the CF committee at the end of May. She will be Chair of the English Department at the University and needs to devote all of her time to that job. All Otey Sunday School teachers were also honored similarly on Sunday but with a note and a Blue Chair gift card twice the size of those given to the forum presenters.

Jeannie Babb reported that Vacation Bible School will be June 27-30 at Otey in the evening. It will be a multi-generational VBS based upon Micah 6:8

He has told you, O mortal, what is good;  
and what does the Lord require of you  
but to do justice, and to love kindness,  
and to walk humbly with your God?

The nightly schedule will be as follows:

5:15 dinner

6:00 Hymn/ Welcome/ Gather Children

6:10 Godly Play story & wondering

6:25 Teaching / Activities/ music  
8:00 Goodnight

Program scheduling will be as follows:

Monday – Do Justice  
Tuesday – Love Mercy  
Wednesday – Walk Humbly  
Thursday – What Does the Lord Require of You?

Shelley Cammack will be in charge of the kitchen for the four dinners and will need help planning, preparing, serving and cleaning up each evening. We will have a van or individual cars transporting participants from St. James to Otey each evening and back.

The next CF meeting will focus solely on preparation for this event and will be held on June 6 at 4 o'clock pm in the Adult SS room of Claiborne Parish Hall. Anyone who would like to help is invited to attend.

Neil Patterson talked about the upcoming Pentecost Celebration Picnic on Sunday May 15 at St. James. He also reported that the youth will be helping Mickey Suarez clear a Sewanee housing site. There is not a youth mission trip planned for this summer.

## VOLUNTEER SIGN UP FOR JUNE 12TH BBQ

### COOKING:

Need volunteers to cook one batch of Pulled Pork or Pulled Chicken in Crock Pot. Simple recipe and seasoning provided.

### SET UP

Set up for BBQ after coffee hour on Sunday.

### SERVING:

Serve meal of hot dogs, pulled pork, pulled chicken on buns, potatoes salad, cole slaw, beans, potato chips, and ice cream.

### CLEAN UP

## **PARISH LIFE MEETING MINUTES MAY 12, 2016**

There was discussion of the Fat Brunchday celebration: Overall concensus was good. Great time, great food (needed more), great music. Thanks to all who helped with any/all aspects. We decided to serve people next time because there was a lot of waste noted and no eating until meal is blessed by Rob-he should be first in line not last! All the cakes were beautiful but we will consider beautiful sheet cakes for ease of serving. If any alcohol is present, it will be in a separate space from other beverages to keep young ones from serving themselves. Overall it was a great event and always room for improvement.

Summer Sunday Family Services with meal to follow were planned, dates and menus:

June 12—Sloppy joe night

July 10—Salad night

August 14—Sub sandwich night

A contribution basket will be put out although the meals will be provided by parish life committee at no cost. Tea and Lemonade will be provided, bring your own beverage if you choose. These services/meals are a great fellowship time and will be advertised better this year.

May 22—Sunday coffee hour will be hosted by parish life committee. Because of a great berry season, it will be a strawberry shortcake Sunday and served by parish life members and will be outside, weather permitting.

Ten new white round tablecloths were given to Otey for use in the parish hall by the Taylors. Thank you.

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

Submitted by Ken Taylor