

Otey Memorial Parish  
Sewanee, Tennessee  
Vestry Agenda for November 15, 2018  
5:30 pm

- |      |   |             |
|------|---|-------------|
| I.   | Opening Devotions (St. Paul's-on-the-Mountain Chapel) |             |
| II.  | Minutes from the October meeting                      |             |
| III. | New Business  | 5:50        |
|      | Proposal for bell tower repairs from Joseph Sumpter   |             |
| IV.  | Reports   | 6:15        |
|      | Committees, as necessary, including Nominating        |             |
|      | <i>Break</i>  | <i>6:30</i> |
|      | Rector, including conversation on service schedule    | 6:40        |
|      | Finance Committee (2019 budget draft-in-progress)     |             |
| V.   | Old Business  | 7:15        |
|      | Reclaiming Jesus movement                             |             |
| VI.  | Closing Prayers                                       | 7:25        |

*The next Vestry meeting is December 13. According to diocesan canons, we must meet at least quarterly.*

# Otey Parish Vestry

## Meeting Minutes 10/17/18

*\*Note-all underlined portions refer to action items*

### *Opening*

The regular meeting of the Otey Parish Vestry was called to order at 5:30pm on 10/17/18 in Claiborne Parish House by The Rev. Rob Lamborn.

### *Present*

The Rev. Rob Lamborn, Claudia Porter (Parish Life), Gary Sturgis (CAC), Julie Elrod (Clerk), Kathy Solomon (Treasurer), Tim Graham (Finance) The Rev. Betty Carpenter (Community Action Committee), Lisa Howick (Univ. Community Relations), David Burnett (Stewardship), Brad Bates (University Seminarian), Shelley Cammack (Christian Formation), and Sally Hubbord (guest)

### *Absent*

Rachel Suarez (Junior Warden), Barbara Prunty (Senior Warden), and Lee Stapleton (Pastoral Care)

## **I. Opening Devotions**

Began with Evening Prayer in St. Paul's on the Mountain Chapel lead by The Rev. Rob Lamborn with a reading by Brad Bates.

## **II. Minutes from 09/20/18 Meeting**

Corrections were noted for the 09/20/18 meeting minutes, to be amended by Julie Elrod and submitted to the parish administrator before the next meeting. A motion to accept the minutes of the September meeting as amended was made by Tim Graham, seconded by David Burnett and unanimously approved.

## **III. Reports**

### **FRIENDS OF CANON GIDEON FOUNDATION**

Sally Hubbord (FOCGAGIFO-USA Coordinator) attended the beginning of the meeting with verbal and written reports of Canon Gideon's mission, successes and fundraising efforts. She explained current fundraising toward a school bus to take students on fieldtrips for sports and HIV events and for scholarships to attempt to replace lost income from discontinued USAID funding. Other fundraising efforts are underway for microloans for recent graduates to start small businesses. Sally also expressed her and Canon's gratitude towards Otey Parish for offering the use of the parish hall and kitchen, funds for food expenses and other services it has provided. She voiced her hopes for a Vestry member to accept the role of Foreign Mission Coordinator in the foreseeable future.

## **TREASURER**

Kathy Solomon submitted the following documents attached to these minutes: Treasurer's Report, Otey Memorial Parish Church Audited Financial Statements 12/31/17; Otey Memorial Parish Church Budget Worksheet 10/16/18; and Otey Memorial Parish Summary of Cash Position. Kathy proposed that the bequests income account be re-categorized into a vestry designated fund. The vote was so moved by Lisa Howick, seconded by Barbara Prunty and unanimously approved.

The draft version of the Audit was mistakenly sent to the board and an official version was provided at the meeting. A repeated issue noted in the audit was the size of our staff and the checks and balances set up. We compensate for this through the vestry review with full disclosure of all treasurer reports. Kathy drew attention to pg.4 of the audit report "Depreciation \$96,976.41" indicating that the value of all of our physical plant went down by this much. She suggested we keep this in mind as we manage the budget towards keeping up with our buildings so we don't have to have a major capital campaign to fix an ailing building.

Kathy asked the vestry for approval of another audit next year, using same company; estimating costs at a little under \$6,000. We haven't bid it out but if we switch companies they will raise rates; she recommended we stay with Bean, Rhoton & Kelley. Shelley asked about companies rating system and Brad announced according to the BBB they have an A+rating. Vestry voiced they are satisfied with Brads research. There was a motion to sign this engagement letter to use them in the upcoming year by Tim Graham, seconded by Shelley Cammack, and unanimously approved.

Towards the Summary of cash position, Kathy pointed out our net unrestricted liquid assets total was lower than ideal (about 2 months of operating cost versus 4+). One option would be to un-designate some of the vestry-designated funds. Outlook is good considering we have lowered our debt burden significantly and we will work back up to the 3-4months operating expense goal. Once First TN Loan is paid off it will significantly change for the better.

## **RECTOR**

The Rev. Rob Lamborn presented and submitted his rector's report attached to these minutes. Rob noted the Dubose lectures were substantial this year with the first of three sets of lectures related to issues of race initiated to continue over the next three years. Rob also highlighted the American Cancer Society Walk for Life Otey Parish Team where Doug Seiters gave a moving speech of his own experience. Also, the showing of the film "13<sup>th</sup>" at the SUT was powerful and succeeded in reaching community members outside of Otey Parish.

## **COMMUNITY ACTION COMMUNITY**

Betty Carpenter reports the CAC received community chest grant money (amount pending). The Community choir with Gary Sturgis/Betty Carpenter is going very well. Gary expresses that they want to get in front of the church congregation. Gary also announced the Community Meal 10/26/18.

**STEWARDSHIP COMMITTEE:** David Burnette reports they added two new members (Amy Burns and Tom Phelps). They have had several weekly meetings this past month. He also announced the parish breakfast this weekend with help of parish life and Gary food and Diane Jones fliers; pledge card mailing and end gathering coming up;

**BUILDING AND GROUNDS COMMITTEE**

Rob reports for Rachel Suarez. He presents an update on the wooden doors restoration and repair project with three contractor bids (likely separate one for church vs one for Claiborne/St. Marks).

**CHRISTIAN FORMATION**

Interesting forums are on the horizon.

**V. Old Business**

We plan to revisit the “Reclaiming Jesus” article when Rachel and Barbara are present next meeting/month.

**VI. New Business**

Committee reports were given as above.

The schedule for general Otey Parish Vestry Meetings was given by The Rev. Rob Lamborn: 11/15/18, 12/20/18 (or 12/13/18).

**VIII. Closing Prayers**

Were beautifully led by The Rev. Rob Lamborn.

**Adjournment**

Meeting was adjourned at 7:25 pm by The Rev. Rob Lamborn. The next general meeting will be at 5:30pm on November 15, 2018, in the Claiborne Parish House, Adult Education Room.

Minutes respectfully submitted by: Julie Elrod, Clerk

Otey Memorial Parish Church

11/13/2018

Statement of Activities through 9/30/18

1st Pass

Revenues	Actual 2016	Actual 2017	Actual YTD 9/30/18	Budget 2018	Budget Remaining	Budget 2019	Change 2018-2019	Notes	Restricted Funds
									9/30/2018
<b>Support From Usual Sources</b>									
4111 - Plate Offerings	8,112	8,784	5,487	8,200	(2,713)	8,500	(300)		
4115 - 1/4th Plate to RDF	(2,029)	(2,173)	(1,372)	(2,050)	678	(2,125)	75		
4131 - Pledge Payments	311,207	308,325	289,946	380,858	(90,912)	400,000	(19,142)	assumes 5% increase	
4141 - Non-Pledge Gifts	31,133	37,322	27,141	25,000	2,141	30,000	(5,000)		
4191 - Other Outside Support	10,511	9,514	13,213	20,000	(6,787)	20,000	-	\$18,000 CAC, St. James, & Misc.	
<b>Total Support From Usual Sources</b>	<b>358,934</b>	<b>361,772</b>	<b>334,414</b>	<b>432,008</b>	<b>(97,594)</b>	<b>456,375</b>	<b>(24,367)</b>		
<b>Support From Internal Sources</b>									
4512 - Investment Income**	20,984	57,400	12,951	16,875	(3,924)	6,000	10,875	\$200,000 @ 3%	
4551 - Property Rental Income	10,460	8,056	4,776	10,000	(5,224)	8,000	2,000		
<b>Total Support From Internal Sources</b>	<b>31,444</b>	<b>65,457</b>	<b>17,727</b>	<b>26,875</b>	<b>(9,148)</b>	<b>14,000</b>	<b>12,875</b>		
<b>Total Revenues</b>	<b>390,378</b>	<b>427,229</b>	<b>352,141</b>	<b>458,883</b>	<b>(106,742)</b>	<b>470,375</b>	<b>(11,492)</b>	2.5% increase	
<b>Expenses</b>									
<b>Work Outside Congregation</b>									
5111 - Diocesan Assessment	22,917	34,500	30,022	36,026	6,004	38,894	(2,868)		
5121 - Seminary Gift			500	500	-	500	-	Enrichment	
5171 - Stephen Ministry Expenses		319		1,000	1,000	1,000	-	to be further developed	
<b>Total Work Outside Congregation</b>	<b>22,917</b>	<b>34,819</b>	<b>30,522</b>	<b>37,526</b>	<b>7,004</b>	<b>40,394</b>	<b>(2,868)</b>		
<b>Work Within Congregation</b>									
5311 - Christian Education	2,045	1,824	2,565	3,000	435	3,500	(500)	Inc. special events, welcomng newcomers	148
5331 - Parish Life	1,008	1,993	2,951	2,300	(651)	2,500	(200)		3,194
5351 - Altar Supplies	964	993	393	1,300	907	1,300	-	need new linens	2,146
5353 - H.E. Prep. & Confirmation		23	51	200	149	200	-	Confirmation curricula, prayer books	
5355 - Music	374	159	112	750	638	750	-		
5357 - Prayer Book and Liturgy Materials	198	743		200	200	200	-	replace worn books/materials	
5359 - Organ & Piano Maintainenance	1,425	2,351	1,163	2,300	1,137	2,400	(100)	3 pianos and organ, x 2	
5371 - Youth Ministry	2,000	2,768	1,781	3,000	1,219	3,000	-	Mission trips	5,083
5398 - Pastoral Care	33	97	23	150	127	150	-		
<b>Total Programs</b>	<b>8,047</b>	<b>10,950</b>	<b>9,039</b>	<b>13,200</b>	<b>4,161</b>	<b>14,000</b>	<b>(800)</b>	6.1% increase	

Otey Memorial Parish Church

11/13/2018

Expenses	Actual	Actual	Actual	Budget	Budget	Budget	Change	Notes	Restricted
	2016	2017	YTD 9/30/18	2018	Remaining	2019	2018-2019		
<b>Operating Expenses</b>									
<b>Salaries &amp; Wages</b>									
5411 - Clergy	40,731	41,208	30,090	39,344	9,254	40,525	(1,180)		
5415 - Supply Clergy	925	450	775	1,300	525	1,350	(50)	Inc. in diocesan rate, per contract	
5421 - Youth Minister	5,000	4,500	3,902	5,202	1,301	5,358	(156)	3% COL	
5431 - Organist	9,400	10,000	7,557	10,047	2,490	10,348	(301)	3% COL	
5432 - Supply Organist	300	600	875	600	(275)	750	(150)	5 Sundays	
5443 - Housekeeper		10,118	7,128	11,138	4,010	11,472	(334)	3% COL	
5451 - Child Care	4,436	4,682	3,663	5,240	1,577	5,440	(200)	Add Vacation Bible School	
5461 - Dir. Christian Formation	9,236	13,070	15,210	20,280	5,070	20,888	(608)	3% COL	
5471 - CAC Director	23,000	23,400	18,077	24,102	6,026	24,825	(723)	3% COL	
5481 - Parish Administrator/Otey Notes	36,160	37,480	28,953	38,604	9,651	40,000	(1,396)	4% Inc'd responsibilities	
5486 - Financial Administrator	11,800	11,478	9,613	11,557	1,944	12,366	(809)	3% COL	
<b>Total Salaries &amp; Wages</b>	<b>140,988</b>	<b>156,986</b>	<b>125,842</b>	<b>167,414</b>	<b>41,572</b>	<b>173,323</b>	<b>(5,908)</b>	3.5% increase	
<b>Employee Benefits</b>									
5511 - Clergy Pension	12,992	10,631	12,919	16,298	3,379	17,072	(774)		
5521 - Clergy Insurance	23,934	31,352	19,672	27,720	8,048	29,532	(1,812)		
5526 - Clergy Housing & Utility Allow.	33,600	34,272	28,800	38,400	9,600	39,552	(1,152)		
5531 - Clergy - SECA Payments	5,686	5,659	4,578	5,947	1,369	6,126	(178)		
5551 - Staff Payroll Taxes	6,819	8,972	7,910	9,773	1,863	10,399	(626)		
5561 - Staff Pension	5,324	5,479	3,292	5,644	2,352	5,834	(191)		
5571 - Staff Insurance	8,752	11,168	9,545	9,900	355	10,548	(648)		
5631 - Workers Compensation	393	934		700	700	1,000	(300)		
<b>Total Employee Benefits</b>	<b>97,501</b>	<b>108,467</b>	<b>86,716</b>	<b>114,382</b>	<b>27,666</b>	<b>120,063</b>	<b>(5,681)</b>	5% increase	
<b>Facilities Expenses</b>									
5611 - Property & Liability Insurance	9,191	4,318	7,721	9,200	1,480	9,200	-		
5711 - Repairs & Maintenance	1,762	2,379	3,751	10,000	6,249	10,000	-		1,238
5721 - Elevator Maintenance	3,718	2,963	2,309	3,000	691	3,000	-	Assumes keeping current contract	
5751 - Contracted Services	13,267	2,744	1,669	1,750	81	4,500	2,750	Pest control, garbage fees	
5761 - Furnishings	250	229		250	250	250	-		
5771 - Supplies	860	1,763	969	900	(69)	1,500	600		
5781 - Electricity	14,657	15,452	12,585	13,500	915	17,000	3,500	Need to review 2019 budget	
5783 - Gas	2,680	3,735	1,843	2,500	657	4,000	1,500	Need to review 2019 budget	
5785 - Water & Sewer	2,683	2,681	2,074	2,500	426	3,500	1,000	Need to review 2019 budget	
5790 - Grounds Maintenance	5,565	2,960	3,255	4,500	1,245	4,500	-	Mowing/Snow Plowing	440

**Otey Memorial Parish Church**

11/13/2018

Total Facilities Expenses	54,632	39,224	36,176	48,100	11,924	57,450	9,350	19.4%	
Expenses	Actual 2016	Actual 2017	Actual YTD 9/30/18	Budget 2018	Budget Remaining	Budget 2019	Change 2018-2019	Notes	Restricted 9/30/2018
<b>Administrative/Organizational Expenses</b>									
5811 - Audit	6,000	6,000	6,200	6,000	(200)	6,200	(200)	Auditor estimate	
5821 - Computer Expenses	2,639	2,767	3,043	2,800	(243)	3,500	(700)	New REALM software	
5831 - Copying expenses	3,446	2,725	2,557	3,300	743	3,400	(100)		
5841 - Office Supplies	1,584	1,317	1,276	2,000	724	2,100	(100)		
5851 - Office Equipment Purchases	224	605	766	750	(16)	750	-		
5861 - Postage	720	514	408	750	343	800	(50)	Inc in postal rates	
5871 - Telephone	6,704	5,487	4,244	5,890	1,646	6,200	(310)	Inc from Charter	
5891 - Miscellaneous	246	(70)	305	500	195	500	-		
5911 - Clergy Car Expense	949	889	567	1,500	933	1,500	-	@ IRS rate of \$.545/mile	
5913 - Clergy Expense Allowance	2,088	242	141	500	359	500	-	Up to \$1,000 per contract	
5921 - Continuing Ed. Clergy		869	177	2,000	1,823	2,000	-		200
5922 - Continuing Ed. Staff				1,500	1,500	1,500	-	Organist, Dir Christian Formation, Administration	
5931 - Convention & Travel	389	1,025	338	1,000	662	2,000	(1,000)	Convention in Clarksville	
5941 - Ministering to New Members			280	500	220	500	-	Continue to develop with Invite, Welcome-Connect	
5961 - Publications	1,464	725	830	1,400	570	1,400	-		
5971 - Communications	123	123	-	250	250	250	-		
5981 - Stewardship	556	1,683	-	3,000	3,000	3,000	-		1,548
5999 - Vestry	104		140	400	260	400	-		
<b>Total Administrative/Organizational Expenses</b>	<b>27,236</b>	<b>24,901</b>	<b>21,273</b>	<b>34,040</b>	<b>12,767</b>	<b>36,500</b>	<b>(2,460)</b>	<b>7.2%</b>	
<b>Total Operating Expenses</b>	<b>351,320</b>	<b>375,347</b>	<b>309,568</b>	<b>414,662</b>	<b>105,095</b>	<b>441,730</b>	<b>(8,368)</b>	<b>6.5%</b>	
<b>Net Operating Income</b>	<b>39,058</b>	<b>51,882</b>	<b>42,573</b>	<b>44,221</b>	<b>(211,837)</b>	<b>28,645</b>	<b>(3,124)</b>		
<b>Other Income/Expenses</b>									
6211 - Restricted Funds Released		45,661	146,765		(146,765)				
7411 - Interest/Finance Charges	(13,848)	(12,714)	(5,418)		5,418	(1,433)	1,433		
7311 - Sabbatical Reserve Provision			(1,500)	(1,500)	-	(1,685)	185	Target of \$8,240 by 2022	1,500
Debt Reduction			(160,374)	(39,994)		(16,841)			
7211 - Depreciation	(96,976)	(96,976)			-		-		
<b>Net Other Income/Expenses</b>	<b>(110,824)</b>	<b>(64,029)</b>	<b>(20,528)</b>	<b>(41,494)</b>	<b>(141,346)</b>	<b>(19,959)</b>	<b>1,618</b>		
<b>Net Receipts/(Disbursements)</b>	<b>(71,766)</b>	<b>(12,148)</b>	<b>22,046</b>	<b>2,727</b>	<b>(353,183)</b>	<b>8,686</b>	<b>(1,507)</b>		

# Otey Memorial Parish Church

## Summary of Cash Position

Accounts	12/31/2017	9/30/2018	Target Balance
<b><u>Cash</u></b>			
Rector's Discretionary Fund	3,624	2,735	4,000
Parish Checking	46,189	10,064	30,000
CAC Checking	27,382	11,518	10,000
<b>Total Cash</b>	<b>77,195</b>	<b>24,317</b>	<b>44,000</b>
<b><u>Other Current Assets</u></b>			
Security Deposit-Duck River Electric	3,000	3,000	
Debt Reduction Pledges Receivable	8,501	9,996	
Allowance for Uncollected Pledges	(98)	(98)	
<b>Net other Current Assets</b>	<b>11,404</b>	<b>12,899</b>	
Episcopal Endowment-Wolfe	113,691	104,444	100,000
<b><u>Vanguard:</u></b>			
Wellesley Income Fund Admiral		111,266	
Wellington Fund Admiral		97,898	
Money Market/Unsold Gifts		-	
<b>Total Vanguard</b>	<b>274,996</b>	<b>209,164</b>	<b>230,000</b>
<b>Total Liquid Assets</b>	<b>477,285</b>	<b>350,824</b>	
<b><u>Liabilities</u></b>			
Credit Card Debt	7,008	1,489	
Rent Deposits		250	
Prepaid Pledges	15,469		
1st Tennessee Loan (due 1 yr)	40,870	16,841	
<b>Total Liabilities</b>	<b>63,347</b>	<b>18,580</b>	
<b><u>Restricted Funds</u></b>			
Altar Guild Flower Fund	1,300	2,146	
Bishop of Tennessee		370	
CAC	37,751	50,278	
Continuing Education-Clergy	200	200	
Christian Formation		148	
Debt Reduction	31,955	5,335	
Episcopal Youth Community (EYC)*	5,083	5,083	
Landscaping	240	440	
Rector's Discretionary Fund	11,379	16,915	
Repairs & Maintenance	1,238	1,238	
<b>Total Restricted Funds</b>	<b>89,146</b>	<b>82,154</b>	
<b><u>Vestry Designated Funds</u></b>			
Bereavement		100	
Bequests		11,210	
Memorials	6,334	12,101	
Parish Life*	1,202	3,194	
Sabbatical Reserve	-	1,500	
Sears Bequest-to Housing Sewanee	4,890	4,891	
Stewardship Support	1,548	1,548	
<b>Total Vestry Designated Funds</b>	<b>12,426</b>	<b>32,996</b>	
Endowment-Permanently Restricted	100,000	100,000	<b>Target</b>
<b>Total Asset Restrictions</b>	<b>264,919</b>	<b>233,730</b>	<b>Range</b>
<b>Net Unrestricted Liquid Assets*</b>	<b>212,366</b>	<b>117,094</b>	\$ 138,221
			\$ 207,331



**Otey Memorial Parish Church**  
**First Tennessee Loan Summary**

Rate: 3.5% p.a.

Total Cost Claiborne Hall Construction \$ 2,189,300  
 Maximum loan balance 2014 \$ 682,088 (of approved \$725,000)  
 Principal Balance as of 12/31/17 \$ 318,907

<b>Year</b>	<b>Scheduled Payments</b>	<b>Principal</b>	<b>Interest</b>	<b>Additional Principal Payment</b>	<b>Ending Balance</b>
2014	30,169	14,060	16,110		668,028
2015	55,370	33,689	21,680	100,000	534,339
2016	49,149	33,682	15,467	97,193	403,464
2017	46,340	33,682	12,658	50,875	318,907
2018	40,518	33,682	6,343	196,340	88,885
2019	90,317	16,841	1,433	-	72,044
Less: Pledges Receivable 2018					(7,675)
Less: Debt Reduction Restricted Fund Balance					(5,335)
Less: Debt Reduction Pledges Receivable 2019					(27,400)
Loan Balance Remaining					\$ 31,634

Otey Memorial Parish Church  
Treasurer's Report  
Vestry Meeting 11/15/18

The Statement of Activities through 9/30/18 reflects audited 2016 and 2017 final results as well as financial activity through September 30, 2018. 2018 year-end results are expected to be close to budget. Otey continues in sound financial condition and is well poised for the future.

As of 9/30/18, net unrestricted liquid assets of \$117,094 equal a little over three months of operating expenses, in comparison to a target of 4-6 months. However, \$50,000 invested in Vanguard Funds was used to pay down additional principal against the First Tennessee Bank loan in September, and net liquid assets are expected to increase toward year-end.

The First Tennessee Loan Summary shows a loan principal balance of \$318,907, but by the end of 2018 this balance will decrease to \$88,885. This extraordinary debt repayment in 2018 was due to a very generous bequest as well as continued debt reduction contributions. By the time the note comes due on 6/1/2019, the outstanding balance is expected to be about \$30,000 based on contributions and pledges as of 11/12/18.

The Community Action Committee (CAC) benefited from strong Endowment Fund investment income as well as generous gifts from both individuals and organizations in 2017. At the end of 2017, CAC had \$37,751 in restricted funds available. As of 9/30/18, CAC has \$49,338 in restricted funds available.

Over the last several months, the vestry voted to adopt new church management software package called REALM after careful research and consideration by the church staff. This is a product from our current vendor, ACS Technologies that includes both financial and church management software. You may have been surprised by your first pledge statement by email, which should have come with an introductory note and an option to continue to receive paper statements. I apologize for not considering this change more carefully. Going forward, you will receive a paper statement and have the option to choose to receive emailed pledged statements instead.

As always, any questions, comments or concerns are welcome. You may reach me by email at [SolomonNew2015@gmail.com](mailto:SolomonNew2015@gmail.com) or by phone at 931-636-6811.

Respectfully submitted,

Kathleen Solomon, Treasurer

## **Rector's Report: 15 November 2018**

*Some of my activities in addition to Sunday services October 16-November 13, 2018:*

Evening Prayer (as available, Mon-Thurs)

8 pastoral meetings or visits

Meetings:

Vestry

Deacon

Parish Administrator Frieda Hawkins  
(often)

Director of Christian Formation  
(most weeks)

Parish Staff (twice monthly)

Wardens

Junior Warden

Treasurer and Finance Committee Chair

Treasurer

Finance Committee

Stewardship Committee (twice)

Seminarian Brad Bates (weekly)

University Chaplain

Web designer

Christian Formation Committee

Bp. Otey biographer Howard Lotti

1 other meeting

Diocesan clergy day with Bp. Bauerschmidt about same-sex marriage

All-parish stewardship breakfast

"Crisis or Triumph: The Desegregation of the School of Theology" presentation by  
Hannah Pommersheim, T'19

Field Education Mentors' Day at SoT

Diocesan Prayer Vigil

2 sessions of baptismal preparation

Baptism of Eleanor Smith

Joint prayer service with All Saints' at Memorial Cross

Tuesday morning Scripture reflection group for clergy sermon preparation.

Realm software training

Episcopal 101

Sewanee Symphony Orchestra (weekly)

This is the last vestry meeting for our seminarian, Brad Bates. SoT middler John Simpson will be Otey's seminarian starting next semester.

Sick parts of Oct 29, 30 & 31

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

**OTEY MEMORIAL PARISH**  
Community Action Committee  
as of 9/30/18

Balance 12/31/17	\$ 37,751
Net Change YTD 2018	11,587
Ending Balance 9/30/18	\$ 49,338

	Actual	Actual	Actual	Budget	Budget
<b>SOURCES OF FUNDS:</b>	<b>2016</b>	<b>2017</b>	<b>YTD Sep 18</b>	<b>2018</b>	<b>2019</b>
Individuals*	27,118	21,122	9,998	15,000	15,000
Organizations	34,292	27,170	18,785	30,000	30,000
Donations via SUD Pro Help	2,361				
Episcopal Endowment Fund	8,372	23,634	17,958	13,000	4,000
<b>?b</b>	<b>72,144</b>	<b>71,926</b>	<b>46,741</b>	<b>58,000</b>	<b>49,000</b>
<b>Administrative Expenses</b>					
Director	18,000	18,000	13,500	18,000	18,000
Financial Administrator	1,641	1,530	1,182	1,576	1,623
Administrative-CAC	7,751	4,124	150	600	600
Telephone-CAC	693	500	450	500	500
Program Supplies/ Expenses	1,596	1,278	127	1,000	2,000
CAC Volunteer Recognition			256	500	500
<b>Total Administrative Expenses</b>	<b>29,682</b>	<b>25,432</b>	<b>15,665</b>	<b>22,176</b>	<b>23,223</b>
<b>GRANTS:</b>					
Project Noel				1,000	2,000
Housing	1,034	8,460	1,138	3,000	3,000
Education		2,239	1,530	3,000	3,500
Food	10,053	7,471	3,902	10,000	8,000
Gas/Propane (Heating)	828	241	456	500	500
Electricity	9,786	9,002	9,334	10,000	12,000
Medical & Dental	3,574	6,104	425	1,500	1,500
Water	2,593	2,136	1,258	2,800	2,000
Transportation/Gas	25	484	230	500	500
After School Program @ Midway			48	600	600
Grants for Other Purposes	1,300	1,964	1,167	2,000	2,000
<b>Total Grants</b>	<b>29,193</b>	<b>38,101</b>	<b>19,488</b>	<b>34,900</b>	<b>35,600</b>
<b>Total Cash Out</b>	<b>58,874</b>	<b>63,533</b>	<b>35,154</b>	<b>57,076</b>	<b>58,823</b>
Net in/out	13,269	8,393	11,587	924	(9,823)

Parish Life  
November 2018

Our next event is the Holiday Dinner following the Children's Pageant on Sunday, December 16. This is one of the major events during the year and we look forward to a festive time again this year.

This is the report that will be included in the Annual Meeting info:

Parish Life Report  
November 2018

Parish Life events 2018

- 17 December 2016 - Christmas Dinner following the children's pageant
- 13 February – Fat Tuesday celebration
- 28 February - Lenten Soup Supper
- 1 April – Easter Sunday, assisted Taylor's with reception
- 15 April – festive coffee hour for Bishop's annual visit
- 10 June – supper for Vacation Bible School
- 8 July - supper following the Summer Eucharist
- 12 August – supper following the Summer Eucharist
- 26 August – Welcome Back Picnic and Ministry Fair
- 30 September – Octoberfest!!!
- 18 November – Annual Meeting Coffee Hour
- Coordinated Coffee Hours for each Sunday

All of the above was made possible through the generous donations of time, talent, food, and money from our parishioners. Our budget remained the same for 2018 and expenses were higher. Remember that our kitchen is always open and supplies of paper products, coffee, etc. are available to all. Parish Life receives 10% of fees paid by individuals and groups for use of St. Mark's.

We welcome any suggestions for an event. If you enjoy working with a very lively group who love to entertain then let us know of your interest.

**We especially need volunteers for the Sunday Coffee Hour! Please consider helping us in this very important ministry.**

Respectfully submitted,

Claudia Porter and Ann Seiters, Co-chairs

Frieda Hawkins, Administration

Michelle Bates, Janice Butner, Ginny Capel, Pixie Dozier, Julie Elrod, Phebe Hethcock, Diane Jones, Annette Smith, Lynn Stubblefield, Gary Sturgis, Lynn and Ken Taylor

