

Otey Memorial Parish
Sewanee, Tennessee
Vestry Agenda for January 19, 2017
5:30 pm

- I. Opening Devotions
- II. Elections: Clerk and assistant, Wardens, Treasurer 5:50
- III. Minutes from the December meeting
- IV. Duties and Process of Vestry Service
- V. Reports 6:00
 - Treasurer
 - Rector
 - Committees, as necessary
- VI. Old Business 6:30
 - Update on Estate of Mary Sears
- VII. New Business 6:40
 - Vestry assignments
 - Date of Vestry retreat
- VIII. Closing Prayers 7:00

The Vestry meets at 5:30pm normally on the third Thursday of each month: February 16, March 16, April 20, May 18, June 15, July 20, August 17, September 21, October 19, November 16, December 21. According to diocesan canons, we must meet at least quarterly.

MINUTES OF THE VESTRY

Otey Memorial Parish Church

December 15, 2016

5:30 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; Betty Carpenter
Kathy Solomon; Treasurer

Absent: None

Visitors: None

The meeting opened with a reading and prayer

APPROVAL MEETING MINUTES

Motion: Laura moved that the November 2016 minutes be accepted as amended.

Ken seconded the motion. The motion passed by unanimous vote.

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

1. 2017 Budget: Kathy

a) Pledges are \$320,914 to date. Kathy thinks pledges yet to come in will meet the 2017 budget.

b) Vanguard Account Transactions: Kathy will (1) transfer amounts in the CAC checking account that are in excess of the CAC grants and operating budget to the Vanguard account and (2) transfer 4.5% of the Vanguard funds to the Otey operating accounts.

c) Rental income: Estimated at \$10,000. Discussion: Ken asked to have the budget amended so that the Parish Life committee is budgeted the \$4,000 it requested for 2017. Kathy and Tim explained that Parish Life is budgeted \$2,000 in the operating budget plus \$1,900 from restricted funds. In addition to this, 10% of the Parish Hall rentals go to the Parish Life committee. NOTE: Parish Life committee members need to submit all expense receipts so that Otey has an accurate record of actual event costs.

d) Youth Ministry and Christian Education: The Youth Ministry requested \$4,850; this account is budgeted \$3,000 and in addition \$1,800 in restricted funds. Christian Education is also budgeted \$3,000.

e) Salaries and Wages: Rob noted that there are no performance based elements in the 2017 changes although the Finance Committee has considered differences in the time since last raises. Diane will be on maternity leave in February. Her salary will continue during leave.

f) Facilities: The insurance budget has been increased to \$9,200 to better reflect current coverage. Repairs and maintenance are budgeted at \$2,000 which may be too low but is the amount requested. Can we use a portion of the Memorial Fund (\$6,657) for some of the work that needs to be done? (Ann Griffin is chair of the Memorial Fund).

Motion: Rachel moved that the budget be accepted as presented. Dorothy seconded the motion. The motion passed by unanimous vote.

2. *Loan Payment:* Kathy requested that Otey take up to \$2,000 from Vanguard, as needed, to make a \$50,000 principal payment on the loan at year end. Going forward, Otey will begin to accrue any sums contributed to the loan payment fund for the next \$50,000 payment and will not reimburse the Vanguard Fund for this payment.

Motion: Ken moved that the Vestry authorize Kathy to take up to \$2,000 from the Vanguard Fund to make a \$50,000 loan principal payment at year end. Laura seconded the motion. The motion passed by unanimous vote.

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

1. *Missional Engagement Initiative:* Oral history collection is proposed as a part of the Otey 150th anniversary celebration.
2. *Seminarian for Spring:* There is no seminarian assigned to Otey for credit during the spring semester. Chris Wilkerson may continue to assist on a voluntary basis.
3. *Building Maintenance:* Rob noted that Brandy Garner, Otey's cleaning staff, will be moved from contractor to employee commencing in 2017. She will be assured of Employee Assistance access and will accrue Social Security.
4. *Thanks to Leaving Vestry Members:* Rob thanked Larry Barker and Laura Willis for their service and welcomed Tim Graham back for a 3 year term on the Vestry.

SENIOR WARDEN'S REPORT - (No Report)

JR. WARDEN'S REPORT- (No Report)

COMMITTEES (ATTACHMENTS)

1. *Building and Grounds* (See report attached)
2. *CAC:* Larry Barker (See report Attached).

OLD BUSINESS

1. *Mary Sears:* Rachel advised the Vestry that Mary's estate received an offer of \$164,000 from the neighbors. Rachel will confer with Margaret Donohue and Lynn Stubblefield as to an appropriate counteroffer. The house is listed for \$199,900.

NEW BUSINESS

The meeting was adjourned at 6:50

NEXT MEETING JANUARY 19, 2017

Respectfully submitted,
Ann Aitken, Clerk of the Vestry

ACTION ITEMS	LEAD
REQUEST PARISH LIFE COMMITTEE TO SUBMIT ALL EXPENSES TO OTEY SO THAT AN ACCURATE EXPENSE ACCOUNTING CAN BE MADE	Ken Taylor
Mutual Ministry Review	Laura, Rob and Dorothy
Sanctuary Floor	Building Committee

Rector's Report: 18 January 2017

Some of my activities in addition to Sunday services between Wednesday, December 14,, 2016 and Tuesday, January 17, 2017:

Evening Prayer (as available, Mon-Thurs)

10 pastoral meetings or visits

Meetings:

Sr. Warden

Jr. Warden

Vestry

Deacon Betty Carpenter

Parish Administrator (often)

Parish Organist

Treasurer & Finance Committee Chair

Parish Staff (twice)

Buildings and Grounds Committee

Finance Committee

Director of Christian Formation

(most weeks)

CAC Board

Adult Forum (weekly)

Rotary (weekly when in town)

11 other meetings

organ tuner

a potential seminary intern (3 times)

Children's Pageant Rehearsal

Staff holiday lunch

Missional Engagement Initiative meeting

Interment of Reid Ward

Seminarian(s) for 2017

Full days away helping my parents: Jan 3, 9, 17

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

Stewardship update 1/17/17

122 regular pledges for \$334,634

14 outstanding who pledged \$33,600 in 2016

27 debt reduction pledges for \$24,805

STATUS OF MARY SEARS' HOME

Several matters have occurred with regard to the Sears' home since our last Vestry meeting.

1. There were renters in the home for a few days to attend a funeral. We received \$50 per night. The deceased was a parishioner of one of Amy Lamborn's STEM churches. The renters, who were relatives of the deceased, left the house in good order, and Diane cleaned up anything that needed it.
2. We received an offer for \$164,000 from Lisa Orange. The Estate of Mary Sears countered to that offer at \$185,000. The offer was good until January 10th, and we have not received a response. Lisa indicated to Lynn that she would not pay \$175,000 for the home because someone is building next door. We regard the new build as a positive item with regard to pricing and comps.
3. The Estate has received a Consent Order to proceed with the sale of the residence, with Otey to receive the net proceeds when they can be disbursed. Otey is permitted to pay the monthly mortgage payments and incidental expenses, and the expenditures are considered a priority expense of the estate to be reimbursed to Otey in the unlikely event the estate becomes insolvent.
4. Lynn has updated and reviewed the comps, and she and Margaret agree that the price should be reduced to \$185,000. The market is sluggish, and it is unlikely that we will sell the home before Spring or Summer.