

The Church of the Good Shepherd, Dunedin, Florida

Minutes of the Vestry Meeting December 13, 2017

Members Present: Pastor Becky Robbins-Penniman, Deacon Cindy Roehl, Chris Schombs, Dave Dube, Maureen Belote, Sandy Kneen, Jerry Mullinax, Dan Depies, Cheryl Sharpe, Bob Lee, Joe Nixon, Pat Cates (clerk).

Members Absent: None

I. Call to Order and Opening Devotions

- The meeting was called to order by Pastor Becky at 6:15PM.
- The Opening Devotion was given by Dan Depies

II. Bible Study

- Pastor Becky led the Bible Study from Isaiah 61:1-4

III. Information

A. Mark Your Calendars

- **December 16:** Grace House Dinner @ 4:00PM
- **December 17:** Hanging of the Greens @ 12:00PM
- **December 17:** Bells of Hope Carol Sing and Reception @ 4-6PM
- **December 23:** Blue Christmas @ 5:00PM
- **December 24:** Advent Lessons & Carols @ 8:00AM & 10:00AM
- **December 24:** Family Service with Pageant @ 5:00PM
- **December 24:** Traditional Candlelight Service: Music @ 9:30PM, Service @ 10:00PM
- **December 25:** Christmas Day Service @ 10:00AM
- **December 25-January 1:** Church Office closed
- **January 3, 2018:** Vestry Goal Setting—3 questions @ 6:30PM
- **January 7:** Drum Circle in Weaver Park 1:00PM
- **January 19:** Game Night
- **January 24:** Vestry Meeting @ 6:15PM
- **January 28:** Parish Annual Meeting @ 12:00PM
- **February 4:** United Faiths Walk of Peace at 2:00PM
- **February 11:** Last Things First
- **February 14:** Ash Wednesday
- **February 23:** Shrimp Boil @ 6:00PM

B. Financial Report

- Handouts #1A and #1B were received as information.

- A question was raised as to whether there were outstanding bills to be paid from the funds shown in the Capital Campaign account.
- The \$10K figure in the Capital Campaign account is money which will be spent on Phase 3. A final bill has not been presented by the contractor for payment.
- A question was asked about the paver money. At the end of November there was a balance of \$6161. The current balance is \$7350.

IV. Decision

A. Consent Items

- November 15, 2017 Regular Meeting minutes—approve
- Fundraising Request: Shrimp Boil. Note: this item was removed from the Consent Agenda. See “F” below.
- Revised Mission and Vision Statement (Handout #8)
- Motion to approve Consent items by Maureen Belote ; second by Jerry Mullinax
- Approved

B. 2018 Budget

- Handout #2
- Joe Nixon noted a correction to the previous 2018 budget.
- Instead of an \$11K shortfall it is now calculated that the shortfall will be \$8K.
- It was noted that the \$250K in contributions is going to be a challenge.
- This will be the highest contribution total ever requested.
- \$245K in 2016 is the highest contributions received.
- The Stewardship Committee will need to work diligently to achieve this revenue.
- Joe asked the Vestry as to whether they preferred the \$8K be shown as a deficit or placed in the budget as a Fundraiser/ Alternative Income line item.
- After a lengthy discussion which included mutual invitation, Cheryl Sharpe moved to accept the 2018 budget showing an \$8k deficit.
- The motion was seconded by Chris Schombs.
- Approved.

C. Revised Employee Leave Policy

- Handout #3
- The revised document reflects the employment of Robert Moncrief, Organist/Choirmaster.
- A motion to approve was made by Dan Depies and seconded by Dave Dube.
- Approved.

D. Furniture Thrift Store Board Request to Create a Position of Store Manager

- Handout #4
- The document was developed from the original offered in the Furniture Thrift Store Business Plan and approved by the Personnel Committee.
- The Furniture Thrift Store board made revisions to the document.
- A motion to approve the creation of a Store Manager was made by Dave Dube and seconded by Dan Depies.
- A short discussion followed.
- Paid positions of the Store Manager and truck personnel; the need for volunteers and relationship with the Little Thrift Store were discussed.
- Approved

E. Revised Employee Position Descriptions, including Furniture Thrift Store Manager

- Handouts #5, 6, 7
- All descriptions were standardized in format.
- The job description for Nursery Attendant will be presented at a later date.
- Approved by consensus.

F. Fundraising request Shrimp Boil

- This item was moved from the Consent Agenda.
- The fundraiser request for the Shrimp Boil (Handout #10) was discussed. There was a question on how the proceeds from the event will be distributed.
- At the conclusion of the discussion it was stated that 50% of the proceeds from the event will go to the Operating Budget; 50% of the proceeds will go to Episcopal Relief and Development. The proceeds from the 50/50 raffle will go to Finishing Touches.
- Approved by consensus.

V. Planning

A. Deanery Collaboration: Lay Leadership Development joint meeting on either 01-13-18 or 01-20-18. Who, and which date?

- Pastor Becky stated the need for Champions to attend this event.
- The purpose of the meeting is to develop lay leadership.
- Cheryl Sharpe, Bob Lee, Sandy Kneen, Chris Schombs and Joe Nixon will attend
- 01-20-18 was the date that the above individuals can attend.

B. Vestry & Delegate elections—encouraging applications

- Pastor Becky encouraged the Vestry to seek applicants.

C. Vestry Goal Setting—January 3 review the Principles of Execution Questions

- The meeting time will be Wednesday, January 3rd at 6:30PM.

D. Annual Meeting January 28—who is doing what?

- The Vision and Mission Statements will be shared with the congregation at this meeting.
- Pastor Becky noted the need to have a theme.
- After a brief discussion it was approved by consensus that the theme will be: Respecting, Sharing, Worshipping and Nurturing.
- The Annual Meeting will be a potluck lunch.
- Cheryl Sharpe, Sandy Kneen, Chris Schombs and Bob Lee will meet to plan the meeting
- As an aside to this part of the meeting it was the consensus of the Vestry to re-designate the “Stewardship Moment” as the “Mission Moment”.

VI. Discussion

A. Furniture Thrift Store Purchase: Endowment Fund response; where do we go from here?

- Handout #9 “Re: Minutes from December 7th, 2017 Meeting of the Endowment Board”
- While the Endowment Board would not fund the \$550K requested for the Furniture Thrift Store purchase they did approve a gift of one half of the purchase price not to exceed \$275K.
- There was a short discussion on securing the remaining monies to purchase the Furniture Thrift Store.
- It was noted that getting a loan will not be a problem, but there will be fees involved with this transaction including a survey, underwriting fees and junk fees.
- Pastor Becky informed the Vestry that two decisions need to be made from this point: Does the Vestry want to purchase the Furniture Thrift Store and if so, how will it complete the purchase? (Note: referred in discussions that followed as “taking the next step”.)
- Cheryl Sharpe made a motion to move forward with the purchase of the Furniture Thrift Shop. Motion was seconded by Sandy Kneen.
- By mutual invitation the members expressed their opinions on purchasing the property. Most of the members favored the purchase.
- In looking at the details of the purchase it was the consensus of the Vestry to recall the Furniture Thrift Store Task Force.

- Dan Depies will convene the Task Force with these members: himself, Bob Lee, Dave Dube, Ken Tomlinson and Gus Robbins-Penniman.
- The Endowment Board has agreed to gift up to 50% of the purchase price not to exceed \$275K. The Vestry has voted to take the next step towards purchasing the Furniture Thrift Store and will look to secure funding by examining a number of sources including bank loans and/or church bonds.

VI. Closing Devotions

- The closing devotion was given by Dan Depies

VII. Adjournment

- The meeting was adjourned at 7:48PM

Respectfully Submitted,

C. Pat Cates
Clerk