

The Church of the Good Shepherd, Dunedin, Florida

Minutes of the Vestry Meeting January 25, 2017

Members Present: Pastor Becky Robbins-Penniman, Deacon Cindy Roehl, Scott Hood, Bob Lee, Dave Dube, Cheryl Sharpe, Andrea Zahn, Maureen Belote, Sandy Kneen, Jerry Mullinax, Dave Dube, Joe Nixon (treasurer), Pat Cates (clerk).

Members Absent: Chris Schombs

Guests: Dan Depies

I. Call to Order and Opening Devotions

- The meeting was called to order by Pastor Becky at 6:17PM
- The Opening Devotion was given by Joe Nixon

II. Bible Study

- Pastor Becky led the Bible Study from Matthew 5:1-12.

III. Information

A. Financial Report

- Joe Nixon reported on Handout #1 Outreach, Mission and Ministry Report.
- Joe noted that this has been a good year for Good Shepherd as shown by all the numbers in the report being in the positive.
- Through December funds used for Outreach, Mission & Ministry were \$134,623 which is 21% greater than the same period last year.
- Contributions through December of \$246K are 8% greater than the same period last year.
- Other sources of income in 2016 included parking (\$12K); Handbells and Spaghetti Dinner (\$1400); Pumpkin Patch (\$2K) and the Furniture Thrift Store (\$20K)
- Total Operating Income for the year is \$22K (6%) more than the same period last year.
- Expenses for the year have been \$4,978 less than last year.
- The Year to Date net income is \$25,020.
- In 2016 \$86K was taken from the Endowment Fund. This is much less than the \$110,400 which was taken in the previous year.
- The balance of the Capital Reserve account at the end of November was \$76,929.
- Capital Campaign funds available for Phase 3 projects is \$99,639.
- The Endowment Fund balance at the end of November was \$1,782,938.
- At the end of December there was \$48,537 in the church operating account. It will not be necessary to take a draw from the Endowment Fund in January 2017.

B. Treasurer's Report

- Joe also discussed Handout 1A: Vestry Designated Account 008399
- There was \$24K in this account at the end of December. The Vestry will determine the best uses for these monies.
- Projections for January are total income of \$24K and expenses of \$38K leaving \$34K in the bank going into February.
- There were 160 dinner party reservations and \$4,180 in journal ads for the 130th Anniversary Dinner. The journal generated \$2,020 more than the 125th Anniversary journal. Net profit from the dinner and journal should be approximately \$4,500.

C. Mark Your Calendars

- **January 28:** Meals of Hope Talent Revue—Holy Trinity @ 7:00PM
- **January 29: Annual Parish Meeting**
- **February 8: Vestry Organization Meeting @ 6:15PM**
- **February 8: Vestry Visioning @ 7:00PM**
- **February 10 & 11:** Brian McLaren Speaking (Handout #2)
- **February 18:** Show Me Your Stuff Expo @ Hale Center from 9:00 to 2:00PM
- **February 22: Next Vestry Meeting @ 6:15PM**
- **February 28:** Shrove Tuesday Pancake Supper and Mardi Gras
- **March 1:** Ash Wednesday
- **March 19:** United Faiths Walk of Peace @ 2:00PM
- **March 24:** Episcopal Relief and Development Shrimp Boil @ 6:00PM
- **March 26:** Peace Soup Storytelling Event—4:00PM; location TBD

IV. Decision

A. Consent Items

- December 21, 2016 Regular Meeting minutes—approve
- January 4, 2017 Emergency Meeting minutes--approve
- Audio Visual Agreement with Reynolds and Johnson—ratify and approve.
- Shrimp Boil Fundraising request—approve
- A motion to approve was made by Cheryl Sharpe; seconded by Dave Dube
- Approved

B. Commissioning of Vestry: choose a date—February 5th or 12th?

- February 5th was chosen and approved by consensus

C. Annual Vestry Organizational Meeting: choose a date—February 8th?

- The Annual Vestry organization meeting will be held at 6:15 on February 8th.

- The Vestry orientation meeting will be held at 6:00PM on February 15th.
- Both were approved by consensus

D. Annual Vestry Retreat—choose date(s)

- The annual Vestry Retreat will take place on a Friday evening and all day Saturday.
- After a brief discussion March 10th and 11th were approved by consensus

E. Name the Lot Contest—Pick a Winner

- Handout #4
- Jim Downs will be making the sign. It will contain “Church of the Good Shepherd” and the name chosen at this meeting.
- A list with all the names submitted was passed among the Vestry members.
- Each Vestry member was given four stars to mark their preferences. The name with the most stars will be the winner.
- After each member made their selections it was announced that “Peace Park” received the most stars.
- “Peace Park” was approved by consensus

F. Diocesan Mission and Ministry Rebate Form—choose a use

- Pastor Becky brought attention to Handout #5
- The rebate will be approximately \$2500.
- Scott Hood moved to accept the Diocesan Rebate; Sandy Kneen seconded.
- The Vestry decided that the rebate will be used for a current campus beautification project.
- Pastor Becky and Scott Hood signed the diocese’s form which will be sent to the Diocesan offices this week.
- Approved by consensus.

G. Phase 3 Plans and Budget—status update, review & approve

- Scott Hood presented Handout #6 “Revised Breezeway Cost Estimate”
- Pastor Becky showed plans for the Phase 3 projects, and there was a short discussion on the design.
- The cost of the project is approximately \$112,100 with \$106,889 in available funds. Capital Projects Committee Chairperson Dan Smith does not feel that the project will cost the full proposed amount.
- To cover any shortfalls it is proposed that the parish sell pavers as a fundraiser.
- Based upon these recommendations originating from the Capital Projects Committee the proposal was approved by consensus.

V. Discussion

A. Mutual Ministry Review—Canon Eric Cooter presentation at the next Vestry meeting on February 22, 2017

- Pastor Becky's Letter of Agreement states that the Vestry is to undertake a process of Mutual Ministry Review each year, but this has not happened in any year since she began serving. One format for a Mutual Ministry Review was considered several years ago, but it was so cumbersome that no one wanted to use it.
- This issue was brought up at the Personnel Committee by Judy Warner.
- At the January Clearwater Clericus meeting it was suggested that the parish contact Canon Eric Cooter for assistance. Pastor Becky relayed this information to Judy Warner who contacted Canon Cooter.
- Canon Cooter reported that there is a simple review form which can be used and will present this at the February Vestry meeting.

B. Annual Meeting Plans--finalize

- Placemats Handout #7
- Pastor Becky led a brief discussion concerning the placemats for the Annual Meeting and showed a full-size example.
- A recommendation was made to change the wording on the upper two statements to read, "Please name up to 3 ways". Approved by consensus.
- It was also approved by consensus that the placements be printed in color and paid for out of the Vestry budget. 120 will be printed.
- Time Capsule
- Pastor Becky asked a member of the Vestry to secure an appropriate suitcase for the Time Capsule.
- Sandy Kneen agreed to get the suitcase.
- Items for the Time Capsule can be brought to the Annual Meeting.

C. "Show Me Your Stuff" Expo—volunteer for February 18th event

- Pastor Becky and Scott Hood gave an overview of the Expo.
- It will be in trade show format and geared towards new residents. There is the possibility that attendees may be looking for a church home.
- They emphasized the need to have our table staffed during the entire event which will end at 2:00PM
- Pastor Becky asked for volunteers to help.
- Dave Dube, Cheryl Sharpe and Maureen Belote indicated their willingness to help.
- It was noted that any member of the parish may help with the Expo.

- The display board from the Orange Festival will be used, and Cheryl volunteered to locate it.
- There was a brief discussion concerning a giveaway item which included M & Ms; Ministry and Mission Directories and tickets to the Bodacious Breakfast.
- Cheryl Sharpe will let participants know when they need to report.

D. 2016 Year in Review—Review submissions

- Pastor Becky passed out Handout #8 and encouraged all members to go over the “Best Memories of 2016” and the “Best Accomplishments of 2016”.

E. Albert Street Task Force—Recommendation on signage

- Joe Nixon reported that signage is desperately needed at the Albert Street Lot (Peace Park) as there are a number of vehicles which are parking there illegally.
- He recommended entering into a contract with a towing company who will provide signage for \$60.00 and then be available to tow vehicles who do not have permission to park in the lot.
- Because of the importance of making a decision at this meeting Jerry Mullinax made a motion that the signage matter be moved to the Decision Agenda. Seconded by Dave Dube. Approved
- Following a short discussion Scott Hood moved that the parish enter into a contract with a towing company who will provide tow away signs for the Albert Street Lot (Peace Park). Seconded by Jerry Mullinax.
- Approved.
- Joe Nixon will be the contact person with the towing company and Pastor Becky will sign the contract.
- There was a short discussion that the parish should not assume the role of Bailee in regards to vehicles which are given permission to park on the Albert Street Lot (Peace Park). No decision was made on this issue.

VI. Closing Devotions

- The closing devotion was given by Joe Nixon.

VII. Adjournment

- The meeting was adjourned at 8:03PM

Respectfully submitted,

C. Pat Cates
Clerk