

## **St Timothy's Episcopal Church Vestry**

**December 8, 2015**

The St. Timothy's Vestry met Tuesday, December 8, at 5:30 pm in Anderson Hall. Attending were Senior Warden Marcus Fielding, Treasurer Tad Rhodes, Devon Stronach, Sarah Slaughter, Larry Dorsett, Sandra Blazek, John Boddie Crudup, Barnes Boykin, Matthew Garrett, Junior Warden Sam Stronach and Rev. Marty Stebbins.

The meeting was opened with night prayer.

John Boddie read the mission statement.

Devon moved the November minutes be approved; Sam seconded; and the motion passed.

The senior warden welcomed guests Bob Putney, Lisa Robbins, and Royce Poythress, who had just been elected to the vestry for 2016.

### **Rector's Report – Rev. Marty Stebbins**

The Episcopal Congregational Overview is available. This provides national statistics of the church.

The vestry retreat is scheduled for January 9.

### **Senior Warden's Report – Marcus Fielding**

It was announced that Larry Dorsett will be unable to serve the remaining year of his term.

There was discussion of workers at the church who are serving court-ordered community service. This has gone on for a number of years, but the contact has been the church's contracted sexton. The feeling was that this needs to be more under the control of the church.

### **Treasurer's Report – Tad Rhodes**

The preliminary budget for 2016 is \$367,000, down from \$383,000 in 2015. Of this amount, \$340,000 is for salaries and benefits, utilities, and diocesan assessments. In order for this budget to work, there will have to be some reductions. A reduction in an employee's benefits was discussed.

### **Junior Warden's Report – Sam Stronach**

Southern Piping Company submitted the lowest bid to completely replace the HVAC system for the church. Sarah made a motion to allocate \$345,000 for the new system. Sandra seconded and the motion passed. Work will begin in mid-March.

**New Business**

Term limits and succession plans are being set for commission chairmen. This will provide leadership development and encourage volunteers who know their service is limited.

**Old Business**

An update on the capital campaign will be published in the January Epistle. Chairman Mike Miller feels good about the positive responses so far.

A diocesan consultant will be contacted to advise the church on the Christian formation program.

Respectfully submitted,

Katy King, clerk to the vestry

**St Timothy's Episcopal Church Annual Meeting**

**December 7, 2015**

The St. Timothy's Vestry annual meeting was held Sunday, December 6, in Anderson Hall.

Rev. Marty Stebbins opened the meeting with prayer. She then thanked the congregation for her sabbatical.

Senior Warden Marcus Fielding thanked those who had worked with the church this year and opened the floor for nominations for vestry.

Ballots were then passed to all those in attendance.

A sheet was passed for all those attending to sign.

Treasure Tad Rhodes reported on the finances of the church.

Diana James of the ECW reported the bake sale made around \$13,000.

Youth minister Gigi Logan reported on EYC.

The following were announced as newly elected to the vestry: Gary Daynes, Royce Poythress, Bob Putney and Lisa Robbins.

Junior Warden Sam Stronach outlined some of the improvements and repairs that had been made to the church and ground over the year.

Marcus Fielding adjourned the meeting.

Respectfully submitted,

Katy King, clerk to the vestry

## **St Timothy's Episcopal Church Vestry**

**November 10, 2015**

The St. Timothy's Vestry met Tuesday, November 10, at 5:30 pm in Anderson Hall. Attending were Senior Warden Marcus Fielding, Treasurer Tad Rhodes, Devon Stronach, Lee Gliarmis, Larry Dorsett, Sandra Blazek, Barnes Boykin, Matthew Garrett, Sam Stronach and Rev. Marty Stebbins.

The meeting was opened with a video done by Bishop Currie.

Barnes read the mission statement.

Larry moved the October minutes be approved; Sam seconded; and the motion passed.

### **Treasure's Report – Tad Rhodes**

Because of the high utility costs over the year and decrease in non-pledge income, we will probably be \$10,000 over the budget.

The process for making the 2017 budget has begun.

### **Christian Formation - Devon Stronach**

Devon reported that the children's church program is underway and although 17 families are getting information on this, only 7 are participating.

Thankful trees were made by 10-12 families on November 8.

Rev. Stebbins said a consultant can be called in to advise us on how to change the attitude of the parish in regards to the difficulty of getting volunteers for these programs.

There are 40 children ages 0-12 in the parish. Acolyting and EYC begin in the 6<sup>th</sup> grade.

### **Rector's Report – Rev. Marty Stebbins**

Lou Ann Cozart has rotated off the memorial committee. Liza Stephenson was nominated to replace her. This motion was made by Barnes, seconded by Lee, and passed. The committee will meet Nov. 2.

The 2016 employee holiday schedule was presented and approved.

The Jack Gray Lecture committee will explore working with First Baptist Church in the possibility of securing Roger Paynter to speak to local ministers and also present public lectures.

The vestry retreat is scheduled for January 4.

A new vestry clerk will be needed at the end of the year

### **Senior Warden's Report – Marcus Fielding**

Sarah Slaughter has resigned and there must be a replacement to serve the year remaining in her term. David Taylor has agreed to do this. Matthew moved David be named as the replacement. Barnes seconded and the motion passed.

The vestry retreat is scheduled for January 9.

A new vestry clerk will be needed at the end of the year

Possible vestry candidates were discussed.

### **Junior Warden's Report – Sam Stronach**

Three companies will submit bids for the work we want done to provide a new HVAC system.

The garden committee has planted new shrubbery.

The hood for the exhaust fan in the kitchen needs to be replaced because of fire regulations.

Respectfully submitted,

Katy King, clerk to the vestry

## **St Timothy's Episcopal Church Vestry**

**October 12, 2015**

The St. Timothy's Vestry met Tuesday, October 12, at 5:00 pm in Anderson Hall. Attending were Senior Warden Marcus Fielding, Treasurer Tad Rhodes, Devon Stronach, Barnes Boykin, John Boddie Crudup, Sandra Blazek, Dan Wilhelm, Sarah Slaughter, Matthew Garrett, and Paige Webb.

Paige read the mission statement.

Paige moved the September minutes be approved; John Boddie seconded; and the motion passed.

### **Treasure's Report – Tad Rhodes**

Tad reported that utility bills are down because of the weather and conscientious use.

Because of the high utility costs over the year, we probably won't make budget.

Commission budgets are ready to be filled out for next year. These should be returned by Oct. 31.

### **Stewardship – Matthew Garrett**

There needs to be a 16-18% increase overall in pledges. Everyone will be encouraged to slightly increase their pledges.

### **Rector's Report**

Marty will be back Sunday, Nov. 8, and there will be a small welcome back reception after the 10:30 service.

### **Senior Warden's Report – Marcus Fielding**

Possible vestry candidates were discussed.

Bishop Anne Hodges-Copple will be here Nov. 11 and there will be vestry lunch in Anderson Hall following the 10:30 service.

There was discussion of the youth programs. Children's Church during the 10:30 service continues and the program follows the liturgical calendar.

Three companies will submit bids for the work we want done to provide a new HVAC system.

### **Missions Commission**

465 lobsters were sold and the net profit was approximately \$4,000. Some of the money will be sent to Columbia, SC, to help victims of the flooding there.

Respectfully submitted,

Katy King, clerk to the vestry

## **St Timothy's Episcopal Church Vestry**

**Sept. 8, 2015**

The St. Timothy's Vestry met Tuesday, September 8 at 5:00 pm in Anderson Hall. Attending were Senior Warden Marcus Fielding, Junior Warden Sam Stronach, Treasurer Tad Rhodes, Matthew Garrett, Larry Dorsett, Devon Stronach, Lee Gliarmis, John Boddie Crudup, Barnes Boykin, Sarah Slaughter, Deacon Bob Thomas, and Paige Webb.

John Boddie read the mission statement.

Paige moved the June minutes be approved; Barnes seconded; and the motion passed.

Guests Lou Ann Cozart and Carol Putney were in attendance.

Carol said the ECW wants permission to put a standing freezer in the Carriage House before the bake sale to hold frozen food. Paige put this in the form of a motion, Matthew seconded, and it passed.

Lou Ann said that the Common room is beginning to look "seedy" and she hopes some of the funds from the capital campaign will be used there.

There was discussion about non-church related group meetings being moved from the Common Room to the Carriage House. This would cut down on the need to heat or cool the common room during the week.

### **Treasure's Report – Tad Rhodes**

Tad reported that the church is a month behind in receipts for the year but still a little ahead of last year. Because of high utility expenses, the church may not make its budget this year.

The diocese informed the church that the approved audit that had been submitted had used the wrong checklist. A revised audit with the correct checklist was presented with a request for approval. John Boddie moved it be accepted; Larry seconded and the motion passed.

### **Annual Pledge Campaign**

Matthew Garrett reported that the campaign for pledges will begin in 2 ½ weeks with letters sent to parishioners and inclusions in TWIST. The focus will be on new pledges, he said.

### **Book Discussion**

Deacon Bob led a lengthy discussion on March Achtemeir's book.

### **Junior Warden's Report – Sam Stronach**

Sam reported it is time to send out for bids for HVAC system and get the job done.

The fire inspector want a fir suppressed hood in the kitchen at a possible cost of \$3,500. The vestry decided more information on this is needed.

### **Commission Reports**

#### **Christian formation – Paige Webb**

There have complaints about the confirmation process being too long and the attendance requirements being too strict. Mandatory attendance at EYC twice a month has also been questioned.

Respectfully submitted,

Katy King, clerk to the vestry

## **St Timothy's Episcopal Church Vestry**

**August 11, 2015**

The St. Timothy's Vestry met Tuesday, August June 9 at 5:30 pm in Anderson Hall. Attending were Senior Warden Marcus Fielding, Junior Warden Sam Stronach, Treasurer Tad Rhodes, Barnes Boykin, Larry Dorsett, Lee Gliarmis, John Boddie Crudup, and Sandra Blazek.

Larry Dorsett read the mission statement.

John Boddie Crudup moved the June minutes be approved as amended. Larry seconded and the motion passed.

### **Treasure's Report – Tad Rhodes**

The following recommendations were made by the internal audit committee:

1. The church should have access to ECW bank statements since they use the church's tax number
2. Fixed asset listings need to be updated
3. Deeds to buildings need to be kept someplace safe.

Sam Stronach moved the audit be approved; Barnes Boykin seconded; and the motion passed.

June and July financials better than the same time last year.

Budget forms for commissions will be distributed in September.

### **Rector's Report**

Deacon Bob introduced and discussed a book about marriage that the vestry is reading. It was decided that discussion of the book will continue as part of vestry meetings.

### **Old Business**

Capital campaign is moving forward.

The meeting was adjourned. The next meeting will be Tuesday, Sept. 8.

Respectfully submitted,

Katy King, clerk to the vestry

**NO MEETING HELD**

**IN**

**JULY 2015**

## **St Timothy's Episcopal Church Vestry**

**June 9, 2015**

The St. Timothy's Vestry met Tuesday, June 9 at 5:00 pm in Anderson Hall. Attending were Senior Warden Marcus Fielding, Junior Warden Sam Stronach, Treasurer Tad Rhodes, Rev. Marty Stebbins, Larry Dorsett, Devon Stronach, Lee Gliarmis, John Boddie Crudup, Sandra Blazek and Paige Webb.

John Boddie read the mission statement.

Paige moved the May minutes be approved; Sandra seconded; and the motion passed.

### **Treasure's Report – Tad Rhodes**

Tad reported that although the receipts are a little behind, we are a little head of last year.

The finance committee will be sending out notes encouraging pledges be paid before December.

Expenses are on target, with only 2 areas over budget, natural gas and water and sewer.

The church's fair share to the diocese is \$40,625, which is down from last year.

In May the church received \$12,500 from the capital endowment fund.

### **Rector's Report – Rev. Marty Stebbins**

A notebook is being compiled for emergency management during her sabbatical. Three parishioners will be trained to manage the church thermostat for funerals.

During the rector's leave, the vestry counters for each Sunday will make announcements and make sure the building is opened closed up.

### **Senior Warden's Report – Marcus Fielding**

Carol Putney was nominated to be a delegate to the November diocesan convention by Paige; Devon seconded; and the motion passed.

**Junior Warden's Report – Sam Stronach** A Raleigh engineering company has agreed to come up with a plan for updating and replacing our HVAC system, which will include two commercial heat pumps. The study will be back at the end of June so bids can be submitted.

## **Commission Reports**

### **Christian formation – Paige Webb**

Vacation Bible School will begin August 11. Parker Daniel will not be able to lead this, so Gigi Logan will probably take this on.

August 20 church members will be encouraged to attend the Mudcats game as a group.

Paige suggested new vestry candidates be considered now rather than later.

The Parish Life and Pastoral Care commissions have decided not to hold a Sedar dinner this year.

## **New Business**

Barnes Boykin has offered the church some land on Hwy 301 that the church could sell for the capital campaign. A motion was made to accept the donation pending no environmental issues or liens on the property

Katy King, clerk to the vestry. . Sam made the motion and John Boddie seconded it. It passed.

## **Old Business**

Capital campaign meetings have been held to plan strategies. Once costs for projects are established, a brochure will be designed to highlight needed work.

The stained glass window in the bathroom has been tabled until after the capital campaign.

There will be no meeting in July and the next meeting will be August 11.

Respectfully submitted,

Katy King, clerk to the vestry

## **St. Timothy's Episcopal Church Vestry**

**May 12, 2015**

The St. Timothy's vestry held its monthly meeting May 12 at 5:30 in Anderson Hall.

Attending were, Matthew Garrett, Rev. Marty Stebbins, Marcus Fielding, Sandra Blazek, Sam Stronach, Lee Gliarmis, Barnes Boykin, and Dan Wilhelm.

The meeting was opened with evening liturgy.

Lee Gliarmis read the mission statement.

Sam Stronach moved the April minutes be approved. Barnes Boykin seconded and the motion passed.

### **Treasurer's Report**

There is a push for parishioners to fulfill their pledges quarterly or monthly. The next stewardship campaign will begin earlier.

There will be an internal audit in June.

### **Rector's Report**

The sabbatical committee has met and is looking at possibilities for a supply priest.

A new confirmation program is being put together for those who are fourteen and older who wish to explore joining the church.

Parker Daniel will head vacation Bible school.

Moore St. Francis guild training will take place.

Mysticism will be the topic of the adult forum during Rev. Stebbins' sabbatical.

Bishop Currie is a candidate for presiding bishop.

### **Senior Warden's Report – Marcus Fielding**

A motion was made by Matthew Garrett to have communion every Sunday during the rector's sabbatical; Sam Stronach seconded; and the motion passed.

Vestry members need to bring a list of candidates for selection as delegates to the Diocesan Convention to the June meeting.

### **Junior Warden's Report – Sam Stronach**

An engineering firm has recommended that the HVAC be heat pumps rather than replacing the present boiler system. No price has been attached to this yet.

The Willett Company has appraised the value of the church windows at over \$600,000. \$97,000 is the projected cost to fix and protect the windows.

### **Commission Report Discussion – none needed**

### **New Business**

There will be a community-wide food drive competition among the downtown churches. To kick off the campaign, the ministers will be chained to the First Christian Church bell with bins in front of each to collect donations for their churches. The campaign will continue until Aug. 23 without the ministers in chains.

The confirmation class will be doing a service project and presenting a report on it.

### **Old Business**

Certificates for ownership of new plots in the columbarium have been finalized.

The capital campaign kickoff will be announced later in the year.

The marriage meeting will be scheduled in May for vestry only and a marriage policy will be discussed with the congregation after the sabbatical.

Attendance at the Seder dinner and Easter vigil were down this year. The parish life commission will decide on the future of the dinner. The Easter vigil will continue as long as the worship committee wants it.

Respectfully submitted,

Katy King, clerk to the vestry.

## **St. Timothy's Episcopal Church Vestry**

**April 14, 2015**

In attendance were the following Marcus, Sam, Dan, Paige, Barnes, Sarah, Devon, Larry and Matthew

Dan read the Mission Statement

No Finance report-Tad not available

No Rector Report-Marty Sick

Sr. Warden Report-there have been some concerns about the poor attendance of the Seder Dinner and the Saturday Evening Easter Vigil Service. He asked Vestry to think it over and we will address in later sessions.

Jr. Warden Report-Roof repairs over hallway to garden are complete and look great. \$11,000 was the cost. Capital Campaign group has started its meetings and is developing a timeframe to request funds. The HVAC system bids (2) have come in and Marcus and Sam met with the Building Committee. They compared and reviewed both and the group feels they need a third bid since the 2 were so far apart. The Building Committee has also decided we need an independent engineer to do a full evaluation on the system. Finance Committee approved up to an additional \$5,000 for the outside engineer designs. Sarah made the motion to approve spending the \$5K for the evaluation and Larry 2nd. Motion was approved.

New Business—We need new delegates for Convention in November-Carol Putney has shown interest

Old Business-Capital Campaign is moving forward. Vestry showed interest in The Reverend Lauren Kilbourn to fill in while Marty is on sabbatical. Also Winston Charles a possibility.

With no other business the meeting was adjourned.

Respectfully submitted.

Paige Webb

## **St. Timothy's Episcopal Church Vestry**

**March 10, 2015**

The St. Timothy's vestry held its monthly meeting March 10 at 5:30 in Anderson Hall.

Attending were Paige Webb, Matthew Garrett, Rev. Marty Stebbins, Marcus Fielding, Sandra Blazek, Larry Dorsett, Devon Stronach, Sam Stronach, Lee Gliarmis, John Boddie Crudup and Dan Wilhelm.

The meeting was opened with evening liturgy.

.John Boddie Crudup read the mission statement.

Paige Webb moved the February minutes be approved with corrections. Sam Stronach seconded and the motion passed

### **Treasurer's Report - none**

### **Rector's Report**

Rev. Stebbins showed a video on leadership featuring author and seminary professor Justin Lewis-Anthony. The vestry was charged to think about what it means to be leader at work, in the family, in social situations, and in the community.

The sabbatical committee has met and strongly recommended that clergy be provided for each Sunday Rev. Stebbins is gone in order to celebrate the Eucharist every week. Winston Charles has been engaged for two Sundays in August and one in September.

### **Senior Warden's Report**

An increase in the parish administrator's salary was discussed. Paige Webb moved she receive a 5% increase; Dan Wilhelm seconded; and the motion carried.

### **Junior Warden's Report**

The recent ice and snow caused a major leak in between the sanctuary and the common room. The best bid on making the necessary repairs is over \$11,000. Matthew Garrett moved to accept the bid pending a price finalization; Devon Stronach seconded and the motion passed.

Two bids have been proposed to replace the HVAC system and they were vastly different. A meeting will be held with representatives of one of the companies to explain the scope of what is covered by the bid. A cost will be finalized before the capital campaign begins.

### **Commission Report Discussion – none needed**

### **New Business - none**

In response to a request by a parishioner to host a sale of kitchen products, John Boddie Crudup proposed a motion that the church facilities not be used for any for-profit business by any parishioners or non-parishioners. Paige Webb seconded, and the motion passed.

### **Old Business**

Certificates for ownership of new plots in the columbarium have been finalized.

Mike Miller will chair the capital campaign committee. Paige Webb and David Webb have also agreed to serve on the committee.

The marriage meeting will be scheduled in May for vestry only and a marriage policy will be discussed with the congregation after the sabbatical.

Stain glass windows for the bathroom windows facing the columbarium are being selected.

Respectfully submitted,

Katy King, clerk to the vestry.

## **St. Timothy's Episcopal Church Vestry**

**February 10, 2015**

The St. Timothy's vestry held its monthly meeting February 10 at 5:30 in Anderson Hall.

Attending were Paige Webb, Matthew Garrett, Rev. Marty Stebbins, Marcus Fielding, Sandra Blazek, Larry Dorsett, Devon Stronach, Sam Stronach, Lee Gliarmis, John Boddie Crudup and treasurer Tad Rhodes. Guests Carol Putney and Harriett Glover of the garden committee were also present.

The meeting was opened with evening liturgy.

John Boddie Crudup read the mission statement.

Sam Stronach moved the amended minutes from the January meeting be accepted. Matthew Garrett seconded and the motion passed.

Harriett Glover said the garden committee would like to install commemorative stain glass windows in the bathrooms overlooking the columbarium to replace the frosted windows. They will be made of some type of colored glass. The windows will be funded by the committee and should be completed in several months. She and Mrs. Putney, representing the garden committee, asked for the vestry's blessing, which was enthusiastically given.

### **Treasurer's Report**

Tad Rhodes announced pledges of \$5,900 that were received after the budget was passed. This will be added to funding, but the budget will not be amended.

In January more than 1/12 of the budget was collected.

Last year the endowment fund earned \$12,000.

The parochial report was presented and a motion was made by Paige Webb to approve it pending some changes. John Boddie Crudup seconded and the motion passed.

### **Rector's Report**

Rev. Stebbins announced there had been an attempted identify theft of staff members on the church insurance plan.

### **Senior Warden's Report**

The church has been offered the opportunity to buy the Varita Court Apartments across the street, but the wardens declined.

An increase in the parish administrator's salary was addressed and will be discussed at a later time with the feeling that there should be an increase.

### **Junior Warden's Report**

A walk through was made to identify building issues. Some will be presented as part of the capital campaign.

Recent heavy rains have caused flooding in the Carriage House from the parking lot. A possible temporary solution is sealing the base around the front door.

### **New Business**

In response to a request by a parishioner to host a sale of kitchen products, John Boddie Crudup proposed a motion that the church facilities not be used for any for-profit business by any parishioners or non-parishioners. Paige Webb seconded, and the motion passed.

### **Old Business**

Certificates for ownership of plots in the columbarium are in process.

Mike Miller will be asked to chair the capital campaign committee.

Rev. Stebbins has submitted a sabbatical plan to the sabbatical committee which will meet soon.

The marriage meeting will be scheduled after Easter for vestry only and a marriage policy will be set after the sabbatical.

Respectfully submitted,

Katy King, clerk to the vestry.

**St. Timothy's Episcopal Church Vestry Retreat**  
**January 17, 2015**

The St. Timothy's vestry held its annual retreat on January 17, 2015 at Calvary Episcopal Church in Tarboro. During the retreat a vestry meeting was convened.

Attending were Paige Webb, Sarah Slaughter, Matthew Garrett, Rev. Marty Stebbins, Marcus Fielding, Barnes Boykin, Sandra Blazek, Larry Dorsett, Devon Stronach, Sam Stronach, Lee Gliarmis, John Boddie Crudup and treasurer Tad Rhodes.

The meeting was opened with Morning Prayer and Senior Warden Marcus Fielding welcomed everyone.

Marty reviewed the contents of the vestry notebooks and there was discussion of purpose and activities of each of the commissions.

Paige Webb read the mission statement.

John Boddie Crudup moved the minutes of the November and December meetings be approved. Paige Webb seconded and the motion carried.

Tad Rhodes presented the 2015 budget. It was decided that the \$505.17 surplus should be left unassigned at this time. Sarah Slaughter moved the budget be accepted; John Boddie Crudup seconded; and the motion passed.

Rev. Stebbins said she will be claiming \$22,020 for her housing for 2015.

The sabbatical committee composed of Peggy Metts, Aedan Barnes, Bobby Boykin, Kenan Rand, Carol and Bob Putney, Dorothy and Bill Jeffries, and Kim Clark will create a plan for the church during Rev. Stebbins absence.

Deacon Bob Thomas, a vocational deacon and retired teacher living in Fuquay Varina, is available to us. He would visit shut-ins and be involved in outreach projects. An application has been made to the bishop for funding his commuting expenses.

Newly elected Senior Warden Marcus Fielding thanked the new members for being willing to serve and said the three main issues this year will be the following: discussion of a capital campaign, repairs to the church, and Rev. Stebbins sabbatical.

Sam Stronach, new junior warden, thanked the group for electing him.

Old business: a list of repair projects for individuals to be asked to fund is still be compiled.

The meeting was then adjourned.

Respectfully submitted,

Katy King, clerk to the vestry.