

**St. Timothy's Vestry Minutes**  
**December 10, 2013**

The Vestry of St. Timothy's Episcopal Church met Tuesday, December 10, 2013, at 5:15 p.m. in Anderson Hall.

Attending were Vickie Thompson, Paige Webb, David Taylor, Marcus Fielding, Senior Warden Peggy Metts, Junior Warden Royce Poythress, Sam Stronach, Treasurer Tad Rhodes, John Wright, Dan Wilhelm, Cliff Blanton, Rev. Marty Stebbins and newly elected members Larry Dorsett and John Boddie Crudup.

Peggy Metts called the meeting to order and opened it with prayer.

Vickie Thompson read the mission statement.

A motion was made by Paige Webb to approve the November minutes. Royce Poythress seconded, and the motion passed.

**Treasurer's Report - Tad Rhodes**

- Although buildings, grounds and office costs have run above budget, we have stayed within our budget because worship costs have been down.
- The church has received 81.5 % of pledges through November.
- \$325,000 has been pledged for 2014.
- In the past the church has covered employee's and spouse's health insurance premiums. The finance committee recommended that only the worker be covered. Royce proposed this as a motion, Cliff Blanton seconded, and it passed.
- The finance committee recommended the church have an external audit every three years and have internal audits the other years. The next external audit will be in 2015.

**Rector's Report- Senior -Marty Stebbins**

- Marty recommended Royce Poythress be appointed to the memorial committee. This was turned into a motion by Paige Webb, seconded by Marcus Fielding and passed.
- The vestry retreat will be held Jan 4, 2014, from 9 a.m. until 4 p.m.
- New vestry members will be installed on Jan. 5.

**Senior Warden's Report Peggy Metts**

- Jennifer Johnson has offered her services to work as Christian formation coordinator, working 5 hours a week at an annual salary of \$3,000. The committee does not have the money for this.

### **Junior Warden's Report - Royce Poythress**

- There are many ongoing structural problems with roofing, masonry, and leaks
- We are looking into prices for a new heating/air conditioning system
- Locks on the doors are being upgraded

### **COMMISSIONS**

#### **Parish Life - David Taylor**

- St. Timothy's Day will be celebrated on Jan. 26.

#### **Youth - Vickie Thompson.**

- Chili supper raised \$700.
- 2 will attend the Bishop's Ball the weekend of Dec. 13.
- A tacky sweater party will be held Dec. 15.

#### **Communications - Marcus Fielding**

- Those wishing to send all calls need to give him adequate lead time with email requests with a copy also sent to Marty.

#### **Missions - Mike Miller**

- Church members will supply 200 baked potatoes for the community Christmas dinner.
- Super Bowl party is scheduled for Feb. 4 at Quince.

#### **Stewardship - Sam Stronach**

- The \$325,000 in pledges is \$5,000 ahead of last year.
- New expenses will necessitate more money.
- Now looking at those who haven't pledged and why.

#### **Christian Formation - Paige Webb**

- Commission needs leadership.

#### **Development - Dan Wilhelm**

- Concluding fact gathering.

#### **New Business**

- John Wright has been asked to explore building a bulletin board between the common room and Anderson Hall.

Respectfully submitted,

Katy King, clerk of the vestry

**St. Timothy's Vestry Minutes**  
**November 12, 2013**

The Vestry of St. Timothy's Episcopal Church met Tuesday, November 12, 2013, at 5:15 p.m. at the home of Senior Warden Peggy Metts.

Attending were Vickie Thompson, Paige Webb, David Taylor, Marcus Fielding, Senior Warden Peggy Metts, Junior Warden Royce Poythress, Sam Stronach, Treasurer Tad Rhodes, John Wright, Dan Wilhelm, Gigi Logan, Rev. Marty Stebbins and Bishop Curry.

Peggy Metts called the meeting to order and opened it with prayer.

Vickie Thompson read the mission statement.

A motion was made by Paige Webb to approve the October minutes. John Wright seconded and the motion passed.

**Treasurer's Report - Tad Rhodes**

- October collections mark 74% of the pledges, \$13,000 behind last year. We need to make sure this year's pledges are met.
- Expenses are in line with expectations.
- The stewardship campaign pledges have slowed, with a total of \$274,000 pledged so far.
- The letter from our auditor to the diocese attesting to the agreed upon procedures has been sent to the diocese.
- A motion was made by Paige Webb to affirm the approval of the financial statement. Sam Stronach seconded and the motion passed.

**Rector's Report- Marty Stebbins**

- Marty passed out a survey for discerning the 4 types of spirituality: head, heart, mystic, and kingdom. The data will be collated to show trends at St. Timothy's

**Senior Warden's Report Peggy Metts**

- Candidates for the December 8 vestry elections should be submitted to Peggy. Four will be elected.

**Junior Warden's Report - Royce Poythress**

- Water main broke last week.
- There are many structural problems: roofing, masonry, and leaks.
- Looking into prices for a new heating/air conditioning system
- Locks on the doors are being repaired.

## **COMMISSIONS**

### **Parish Life - David Taylor**

- The commission has had a good year with receptions and other hard work.

### **Youth - Vickie Thompson**

- Good schedule has been set for next year.
- Chili supper scheduled for Dec. 5
- 2 will attend the Bishop's Ball the weekend of Dec. 13.

### **Communications - Marcus Fielding**

- Those wishing to send all calls need to give him adequate lead time
- We are working on a way to text as well as call messages.

### **Missions - Royce Poythress**

- Lobster dinner was successful and raised \$4,000.
- Super Bowl party is being planned.

### **Stewardship - Sam Stronach**

- The stewardship process should take place all year.
- We need to get 56 more pledges. We already have 274 out of 321.

### **Christian Formation - Paige Webb**

- Brainstorming for the STAR program has begun.
- Socks are being collected to be distributed at the Community Christmas dinner.
- Worked at one of the Carriage House breakfasts.

### **Development - Dan Wilhelm**

- A plan needs to be developed and outlined to attract new members and retain existing ones.

### **New Business**

- Carol Putney has been nominated for a five year term on the memorial committee. Royce Poythress moved the nomination be approved; Paige Webb seconded and the motion carried.
- Memorial committee member Celia Batchelor needs to be replaced because of health and the vestry was asked contact Marty with nominations.
- The Augustine Project contract has been reviewed, rewritten and tentatively approved since insurance liability questions have been answered.
- Scatter Garden is still in discussion.
- A list of needs of the church for specific gifts is being compiled

The meeting was adjourned at 6:30.

Respectfully submitted,  
Katy King, clerk of the vestry

**St. Timothy's Vestry Minutes  
September 10, 2013**

The Vestry of St. Timothy's Episcopal Church met Tuesday, September 10, 2013, at 5:15 p.m. in Anderson Hall.

Attending were Vickie Thompson, Paige Webb, David Taylor, Rev. Marty Stebbins. Marcus Fielding, Senior Warden Peggy Metts, Junior Warden Royce Poythress, Sam Stronach, Treasurer Tad Rhodes, Lee Stephenson, Dan Wilhelm and Cliff Blanton.

A motion was made by David Taylor to approve the August minutes. Lee Stephenson seconded and the motion passed.

**Treasurer's Report - Tad Rhodes - not present**

- The audit report was not ready by Sept. 1.

**Rector's Report- Rev. Marty Stebbins**

- Music minister job search
  - 2 candidates will play in the next several weeks.
  - New application received Sept. 10
  - Supply organist until Oct. 1.
- There will be fundraising walk for the School for the Deaf on Sept. 28.

**Senior Warden's Report Peggy Metts**

Bishop Curry will attend the Nov. 12 vestry meeting

**Junior Warden's Report - Royce Poythress**

- New locks on the front door
- The soup kitchen committee board met and the kitchen will remain at its current location for a while.
- The old Anderson Hall chairs are being given to St. Mark's.

**COMMISSIONS**

**Parish Life - David Taylor**

- Barton College day will be held Sept. 22..

**Youth - Vickie Thompson**

- EYC back to school pool party was a big success.
- GLUE will meet this week.
- Plans for a mission trip next summer and fundraising events to finance it are being discussed.

**Communications - Marcus Fielding**

- Bulletin board for church member news

**Missions - Royce Poythress**

- Lobster dinner is scheduled for October 11 and signs advertising signs are out.

**Stewardship - Sam Stronach**

- Fall campaign begins in two weeks.

**Christian Formation**

- Handouts were distributed

**Development**

- no report

**New Business**

- A new ministry to the homeless that will be a clearing house for resources for them is being investigated and a visitor from Atlanta running a similar program will visit St. Timothy's.
- St. Timothy's is not involved with the soup kitchen renovation at this time.
- No report on the possible parish retreat.

The meeting was adjourned at 6:15.

Respectfully submitted,

Paige Webb for Katy King, clerk of the vestry

**St. Timothy's Vestry Minutes**  
**August 13, 2013**

The Vestry of St. Timothy's Episcopal Church met Tuesday, August 13, 2013, at 5:15 p.m. in Anderson Hall.

Attending were Vickie Thompson, Paige Webb, David Taylor, Rev. Marty Stebbins. Marcus Fielding, Senior Warden Peggy Metts, Junior Warden Royce Poythress, Sam Stronach, Treasurer Tad Rhodes, Kim Clark, Lee Stephenson, Dan Wilhelm and Cliff Blanton.

The meeting was held in the context of evening prayer.

Peggy Metts called the meeting to order and Paige Webb read the church's mission statement.

Dan Wilhelm was welcomed as a new vestry member, replacing Aedan Barnes who was unable to fulfill her term due to family obligations.

A motion was made by Lee Stephenson to approve the June minutes. Marcus Fielding seconded and the motion passed.

**Treasurer's Report - Tad Rhodes**

- Expenses are in line with the budget
- Income was down in June and July
- Parish life and worship committee costs are down
- Maintenance repairs will be reviewed and some will be financed by the capital budget fund
- Endowment fund has appreciated since January
- Year-to-date deficit of \$17,000 is not unusual to occur at some point during the year
- Need to find ways to increase giving
- Matthew Garrett is joining the finance committee and will head up the stewardship campaign
- Audit report is not ready for approval and it will be sent to vestry members by e-mail for approval by Sept. 1

**Rector's Report- Rev. Marty Stebbins**

- Rector's sabbatical will be taken in 2015, not 2014
- Music minister job search
  - 4 candidates will be interviewed and three will be heard in a Sunday service at St. Timothy's; 1 will be heard by a visitor to their current church
  - On the finance committee's recommendation, a motion was made by David Taylor and seconded by Cliff Blanton to hire a music minister for organist and

senior choir director for 10 hours a month with an increase to 15 hours if financially feasible. The motion passed.

The suggested salary is \$18,300 for a candidate with a bachelor's degree and \$20,000 with a master's.

### **Senior Warden's Report Peggy Metts**

- No vestry dinner on Sept. 7 because the bishop will not be able to attend
- Bishop Curry will visit Sept. 8
- What can we do well here? SWEEPS
  - Service - outreach and missions
  - Worship - seen as strong
  - Education - STAR program is growing, Vacation Bible School was a success and the youth minister is positive
  - Evangelism
  - Pastoral care
  - Stewardship
- Diocesan convention representatives selected to serve three years are Matthew Garrett and Lee Wilhlem. Mary Long and Catherine Batten are the alternates

### **Junior Warden's Report - Royce Poythress**

- Members to help create a renovation plan for the Carriage House will meet with the soup kitchen board on Aug. 21
- Group wants to brainstorm on ways to improve the kitchen

## **COMMISSIONS**

### **Parish Life - David Taylor**

- A reception for the bishop's visit and confirmation is being planned.

### **Youth - Vickie Thompson**

- EYC has finished for the summer.
- GLUE has met to make plans for the year

### **Communications - Marcus Fielding**

- The full church website is the default for personal computers and not mobile users; this will be changed to make it the default for mobile internet users as well

### **Missions - Royce Poythress**

- Lobster dinner is scheduled for October 11 and signs advertising signs will be out and the end of September



**Stewardship - Sam Stronach**

- Matthew Garrett is aware of the need to raise more money
- Calendar for the fall campaign is set to begin in September 22<sup>nd</sup> and end before Thanksgiving

**Christian Formation**

- no report

**Development**

- no report

**Worship - Cliff Blanton**

- The commission discussed the Bishop's service and weddings.
- Distributed special liturgies scheduled until June 2014

**New Business**

- A new ministry to the homeless that will be a clearing house for resources for them is being investigated

**Old Business**

- Sept 21 meeting planned to discuss renovations for the soup kitchen and carriage breakfast
- Old Anderson Hall chairs will be offered to St. Marks or donated to another church if they don't want them.

The meeting was adjourned with evening prayer at 6:15.

Respectfully submitted,

Katy King, clerk of the vestry

**NO VESTRY MEETING HELD IN JULY 2013**

**St. Timothy's Vestry Minutes**  
**June, 2013**

The Vestry of St. Timothy's Episcopal Church met Tuesday, June 11, 2013, at 5:15 p.m. in Anderson Hall.

Attending were Vickie Thompson, John Wright, David Taylor, Rev. Marty Stebbins. Marcus Fielding, Senior Warden Peggy Metts, Junior Warden Royce Poythress, Sam Stronach, Treasurer Tad Rhodes and Cliff Blanton.

The meeting was held in the context of evening prayer.

Peggy Metts called the meeting to order and Royce Poythress read the church's mission statement.

**Treasurer's Report**

Tad Rhodes presented the monthly treasurer's report in which he stated that through May, the church has received \$147,000 in total contributions, which is a little less than 40 percent of the total pledges. This is a little under the 41 %, which would be ideal at this point. Total expenses year to date are \$148, 238.

He announced the property insurance premiums did not go up because the church had locked in a three-year rate that will be in effect for one more year.

**Rector's Report**

Rev. Stebbins will begin looking for a supply for her sabbatical.

Bishop Monterroso of Costa Rica will be at both services on June 16.

A draft of the mission for the music program has been published in the Epistle and there have been no comments from the congregation. Former and present choir members will be asked to review it.

Rev. Dr. Winston Charles will be supply priest July 7 and 14 while Rev. Stebbins is on vacation.

**Senior Warden's Report**

The music minister job will be posted this week.

**Junior Warden's Report**

Improved and updated lighting is being investigated.

100 new chairs have been donated for use in Anderson Hall.

The panel boxes to control the sprinkler system need to be moved. This will cost \$700-800 and will be financed from the Columbarium fund. David Taylor made a motion to approve this expenditure. Vickie Thompson seconded and the motion passed.

## **COMISSIONS**

### **Parish Life**

No report

### **Youth - Vickie Thompson**

EYC has finished for the summer, but the group meets informally at Cook Out on Monday evenings for ice cream.

Seven are going to Philadelphia on a mission trip.

### **Communications - Marcus Fielding**

Church directories should be distributed soon.

### **Missions - Royce Poythress**

The missions commission will present a check for \$3,000 to Bishop Monterrosa on Sunday.

### **Stewardship - Sam Stronach**

Steve Williams will be putting notices regularly in the Epistle to keep the congregation informed.

The Stewardship push will take place September through November with an emphasis on personal contact. Time and talent contributions, as well as money, will be encouraged..

The commission will try to identify specific items or projects for endowment because this appeals to some who like to fund specific things. Tad Rhodes expressed concern that money designated for specific needs might take away from annual pledges.

Tad challenged the vestry to look at how they give to set a good example for the rest of the congregation

### **Christian Formation - Peggy Metts**

Plans for the STAR program next fall are being made and September 8 will be Rally Day.

One nursery worker is leaving and another has not received a pay increase in 10 years. A motion was made to increase the salary from \$10 to \$12 an hour by David Taylor, Sam Stronach seconded, and the motion passed.

**Worship - Rev. Stebbins**

Three weddings are on the church schedule and new guidelines for weddings are being written.

**New Business**

Copies of the Augustine Literacy Project contract were given out and will be discussed at the August meeting.

Next Wednesday Safe Church training will be held from 1-5 p.m.

Surplus chairs will be offered to St. Mark's or to another church if they don't want them.

There is interest in starting a Montessori preschool upstairs.

**Old Business**

The soup kitchen is running out of space and there will be discussion with its board about renovating. There is interest in using the soup kitchen as a clearing house for information for those in need.

It was suggested the Parish Life commission look into a location for a parish retreat.

Delegates for the Diocesan Convention will be elected in August.

The meeting was adjourned with evening prayer at 6:15.

Respectfully submitted,

Katy King, clerk of the vestry