

## **VESTRY MEETING MINUTES SUNDAY MARCH 15, 2015**

**Vestry Members present:**

Fr. Anthony MacWhinnie  
Chuck Barnett, Sr. Warden  
Linda Aligood  
Susan Early  
Dan Ferguson  
Ann Philen

John Velaski

**Others Present**

Viv Welch, Clerk/Communications  
Connie Chamberlin, ECW  
Brenda Ferguson

**Vestry Members absent:**

Frank Murphy

**I. Opening:**

Father Anthony opened the meeting at 11:25 am with a prayer.

**II. Review of Minutes:**

- A. Ann Philen moved that the February 2015 minutes be approved as previously amended. Linda Aligood seconded. Motion carried.
- B. April 2014 Minutes still pending.

**III. Treasurer's Report:**

- A. Linda Aligood distributed the January/February 2015 balance sheets.
- B. Revenue for January 2015 was \$7,527.44 and expenses were \$16,254.80. Revenue for February 2015 was \$5,791.00 and expenses were \$11,038.50. Total net revenue for January and February 2015 was \$-14,216.22.
- C. Linda Aligood reported that computer checks for the Harvester's Federal Credit Union account would cost \$168.99 plus set up fees, taxes and shipping (approximately \$200). There are about 500 checks remaining from Coastal Bank. For the time being, we will leave the church accounts with Coastal Bank. Signers will be Linda Aligood, Dan Ferguson, Fr. Anthony MacWhinnie, II and Chuck Barnett.
- D. Carol Farrel will be removed from the Coastal Bank account.
- E. The new Harvester's FCU account will be used for the Priest's Discretionary Fund. Fr. Anthony MacWhinnie, II and Chuck Barnett will be the only signers on the Harvester's account.
- F. Linda Aligood and Dan Ferguson are to be removed as signers on the Harvester's FCU account.
- G. John Velaski moved that the January/February Treasurer's Report be accepted as presented. Chuck Barnett seconded. Motion carried.

**IV. Senior Warden's Report**

- A. Chuck Barnett reported that the church organ needs to be repaired due to prolonged deferred maintenance. Reynold's Music is the only company in the area authorized by Allen Organ Co. to repair Allen Organs therefore Reynold's was contracted for repair at a cost of \$1,200.
- B. The organ should be included on the financial statement as a fixed asset.
- C. The air conditioner in Thee House is not working properly.

- D. Chuck reported that he wants to confer with Viv Welch on what needs to be on the Episcopal Church signs before ordering them.
- E. *The funds for purchase may be generated by a Capital Fund Campaign.*
- F. George Markham will be out next week to consult about an awning for the front door.

**V. Junior Warden's Report**

- A. Dan presented an invoice totaling \$530 from Selectricity for repairing the outside lights on the south side of the church.
- B. John moved that the invoice from Selectricity be paid. Susan Early seconded. Motion carried.
- C. Dan also presented an estimate from Selectricity totaling \$2,160, which included new outlets for the narthex, replacing motion lights that aren't working properly, and lights for the signs on Hwy's 29 and 95-A.
- D. After some discussion of the various jobs listed on the estimate, Ann Philen moved that Selectricity be contracted to install the lighting on the sign on 95-A and if the installation meets the approval of the vestry, Selectricity will be contracted to install the lighting on the sign on Hwy. 29. The money would come from the budgeted line item for the *Building Maintenance and Repairs*. Chuck seconded the motion. Motion carried.
- E. Dan reported that the roof above the porch of Thee House is still leaking and the contractor has left tools and materials behind. Dan will consult with Beth Woods and the contractor to determine the status of the job.
- F. Dan suggested that before the weather gets hot, we invite the Cantonment Fire Department to the campus for a bonfire and cookout. He has been assured by the fire department that the bonfire will not be a problem as long as it is 200 feet from the roadway.
- G. There was some discussion about organizing a spring work day.
- H. The lock on the door of the ECW shed is not working properly. Connie Chamberlin, representing the ECW, said the ECW will pay for a new lock if one is needed.

**VI. Rector's Report**

- A. New members the Warrens and the Zayas asked for Letters of Transfer.
- B. Attendance is still up.
- C. Elizabeth MacWhinnie has expressed a desire to lay preach. A license from the diocese is required
  - i. John Velaski moved that Fr. Anthony submit the necessary application to the diocese to approve Elizabeth MacWhinnie as a Licensed Lay Preacher. Ann Philen seconded. Motion carried.
- D. Sunday School begins on March 29.
  - i. Next Sunday will be Sundae Sunday. Ann Philen and Susan Early will coordinate.
    - a. Viv Welch will send out a Constant Contact message.
  - ii. Elizabeth MacWhinnie will teach the older children (ages 10 and up).
    - a. Elizabeth may also include youth group activities on other days.
    - b. Fr. Anthony has been in consultation with Fr. Tim Backus of St. Francis, Gulf Breeze about exchanging youth activities.

- iii. Susan Early suggested that she and other volunteers rotate teaching the younger children's Sunday school.
  - iv. The Zayas' have donated some curriculum for children.
  - v. Susan will meet with Fr. Anthony and Elizabeth to talk about who might help teach Sunday school.
  - vi. Ann Philen reported that no one has come forward to volunteer to work in the nursery.
  - vii. Fr. Anthony mentioned that this is a very important ministry and it could be a paid position for a responsible teenager.
  - viii. Ann will make another announcement next Sunday.
- E.** Fr. Anthony would like to get any visitor cards by Monday mornings so he can call the visitors.
- F.** The Bishop's visit is rescheduled for Wednesday, June 10.
- G.** Confirmation Class will begin on March 29.
- H.** Brennis Whaley and Audrey Westbrook are confirmed to begin coordinating a Meals Ministry to provide meals for the sick and others.
- I.** Service time changes to 10 am on March 29.
- i. The vestry asked Viv Welch to look into having a banner printed for Holy Week activities. Perhaps rent an electronic sign.
- J. Thrift Store**
- i. The Thrift Store Committee, Connie Chamberlin, Brenda Ferguson, Texann Stephens and Viv Welch are canvassing the members of the church to get their thoughts on having a thrift store.
    - a. So far results are mostly positive.
  - ii. Brenda Ferguson went to the County Central Offices last week.
    - a. The committee must submit a site plan and a statement of intent to the County on a Thursday so the Planning Commission can examine our intentions before a no-cost meeting with us on the following Wednesday.
    - b. After this meeting, we will know associated costs (could be as much as \$800). Then we would schedule another meeting for a later date in which we would ask for approval.
    - c. John Velaski asked if a thrift store would be covered by our church insurance.
    - d. Fr. Anthony will call the Diocesan office next week to ask about insurance.
- K.** The computer from the church office is in the shop.
- i. Viv Welch and Brenda Ferguson used the church Visa card to buy a 1TB backup external hard drive last week and backed up all the files before the computer quit working.
  - ii. The computer's mother board needs replacing and the cost of the repair will be approximately \$250.
  - iii. John Velaski moved the money for repairs be taken out of the budget line item for *Office Supplies and Equipment*. Ann Philen seconded. Motion carried.
  - iv. Viv Welch suggested that the church join Techsoup.org, a company that offers software and other technology to non-profits at greatly reduced prices. Dan

Ferguson moved that the church join Techsoup.org. Susan Early seconded. Motion carried. Fr. Anthony will sign us up for Techsoup.org.

**VII. Old Business**

- A. Church Directory & Call Tree Update: Viv Welch, Mike Scordato and Texann Stephens began this morning asking members to fill out a new information form so we have a good data base.
- B. Once we have collected information from everyone, we will begin compiling a church directory and send the information to Beth Woods for the call tree.
- C. Ann Philen asked about the status of the playground renovation.
  - i. Viv Welch will send Ann the name of the playground contractor recommended by NAS Pensacola Child Development Center Administrator.
  - ii. Ann mentioned the possibility installing the same surface as the Tiger Point playground.

**VIII. New Business**

- A. Connie Chamberlin asked Fr. Anthony to inventory the altar linens.
- B. John Velaski asked for volunteers to serve at the Easter Vigil.
- C. John Velaski asked when new members would be approached about pledging.
  - i. Fr. Anthony will draft a letter to the congregation about stewardship.
  - ii. We will order contribution envelopes.
- D. Ann asked for suggestions for Charity of the Month
  - i. Camp Happy Sands for May/June
  - ii. Beckwith
  - iii. St. Monica's Emergency Pantry
- E. Viv Welch would like to redesign our website to more modern design to be mobile friendly.
  - i. She will present a proposal at the next vestry meeting

**IX. Closing/Adjournment**

- A. Father Anthony closed the meeting with prayer at 2 pm.