



**St. Timothy's Episcopal Church  
Draft Vestry Minutes  
August 10, 2015  
6:30 pm  
Room 13 (Downstairs)**

**Present:**

Dave Head, Senior Warden  
Scott Gaskill, Junior Warden (via Skype)  
Joe Johnson, Building and Grounds  
Bill Chimley, Christian Education  
John MacCoon, Outreach  
Derrick Hill, Rector  
Dan Durant, Pastoral Care  
Sarah McKenzie, Clerk  
Blake Murchison, Evangelism present after the Meditation  
Tonda Rawls, Parish Life  
Leigh Althaus, Stewardship  
Robert Hartmans, Assistant to the Rector.

**Absent**

Cathy Pyron, Worship  
Uno Avisto, Administration

Dave opened with a prayer.

**Meditation for Vestry Meeting** Leigh Althaus presented a meditation from the book The Purpose Driven Life on "Thinking Like a Servant".

Approval of Minutes: John MacCoon moved to approve the minutes. Dan Durant seconded and the minutes were approved.

**Treasurer's Report** – Sharon Hamrick and Nancy Ruby: Dave Head thanked Sharon for her years of service and introduced Nancy Ruby as the new Treasurer. Nancy has spent some time reviewing the general ledger and has a number of questions for Cary. She served as treasurer a number of years ago when the books were kept manually. Her first question was whether a more compressed version of the balance sheet and the income statement would be preferred. A sample was provided. She did comment that the deficit is primarily due to the Rose Window expenses and the summer deficit in pledges. Dave Head commented that he likes the Treasurers Report as is and includes the details as a separate line in the SWEEPSA areas. Each SWEEPSA also gets a more detailed report of their monthly expenses. Also we discussed renaming the Treasurer's Report to the Income Statement. Nancy also commented that the budget worksheets only need to be completed if you are changing from last year. Sharon Hamrick commented that Cary can provide detail if any questions on historical expenses are needed in completing these. October is when they are due. John asked about proposing an increased budget for Outreach due to a projected increase in membership. Derrick commented



that he would like to tie this to a percentage based on membership. Dan Durant moved to approve the Treasurer's Report. Leigh Althaus seconded. The motion was approved.

### **Items for Decision & Discussion**

- A. Presentation of the Job Description for Children's Christian Formation  
Director: This discussion was held prior to the meditation. Woody Piper, Marty Roberts and Bess Powers presented for discussion this plan for consideration and a vote at the September Vestry Meeting. Father Derrick opened up to describe how they have been meeting over several months to design this job description. This would be the replacement for Keith with advertising for the position during November and hire someone to begin in December and work part-time (15-10 hours per week) in January, 2016. They also researched and discussed appropriate salary which will be determined later. The job description is much more comprehensive than Keith's current position and includes Children's Chapel. This will free up teachers to teach, assigning the administrative portion to this job. This will not include the youth - EYC. This person will be the face of Christian Formation and will be here every Sunday and will be responsible for communicating with parents and the rest of the staff and clergy. The 2015 budget has room for the December increase because Keith has not worked as many hours as budgeted. The salary will most likely be monthly rather than hourly and will not include benefits. It is not a requirement for the candidate to be a member of this parish. This person will report to Father Derrick or his designee. The executive committee will continue in its present structure. This will allow adult volunteers to engage seamlessly and have time to implement very exciting plans that these people have. Robert commented on how this was the result of working several years to create an identity of who and what this program is by lay volunteers and including the annual CE retreat. This will also be tied to the annual performance evaluation for this position.
- B. Drainage survey and Rectory committee: Dave reported that the survey has been done and we are waiting on the report from the engineer. This needs to be finalized so that the repairs can be made and the rectory can be put to use.
- C. August Ministry Sundays: We have had two ministry Sundays, Dan Durant – Pastoral Care, and John MacCoon – Outreach, with Worship next Sunday and Christmas Formation after that. Dan did not expect a wealth of volunteers to sign up but hopes that there will be more. Dave commented that there needs to be a summary to reinforce the need for volunteers. John passed around the Outreach brochure which was created for this. Outreach did get a few new volunteers as a result. Jenna Haines did an excellent job of putting these brochures together.



- D. Nominating Committee: The appointment of the committee is a requirement of the bylaws. Dave Head proposed that he and one or two others that are rolling off and one continuing member of the Vestry be on it. Joe Johnson, Scott Gaskill and Dan Durant volunteered to serve.
- E. Subsequent to the June Vestry meeting a motion was passed by email. On August 7, 2015 Dave Head made a motion to approve serving wine at St. Timothy's Episcopal Church during the visitation for Peter Gibson on August 8, 2015. The motion passed by email vote of 7-0.

**SWEEPSA FOCUS for Vestry Meeting** – Stewardship, Leigh Althaus: Leigh reported on the Stewardship Campaign plans which would eventually make the need for a campaign unnecessary and evolve toward a year round focus on stewardship. This would be a celebration of the ministries all year long. Father Derrick reported that there is a Tim Dolbeck presentation at St. Paul's in Athens on August 27 working toward this goal. Leigh suggested looking at the Diocese of West Texas website for details on this. The church still has an ingathering but not an every member canvas type approach. This is a change of mindset in understanding the true meaning of stewardship.

### **Rector's Report**

Father Derrick reported that in relation to the CF director position and making program pieces set up for the fall the internship for EYC programing has worked well and there is a need for this to be a full position. Robert has put together a plan to add a second intern who may increase hours when Anna leaves. Father Robert reported that she has been working well under the budget of 10 hours per week. Her job has been to maintain roster, communicate with parents and kids, schedule meals. She has gone over and above and helped with chaperoning, planning games etc. She will be here through the fall but will be graduating at the end of the year and moving away. A new position would involve working with Father Robert to come up with plans for theological discussions for the programs, plan games, and worship sessions. Also would this person would work with the committee of parents and volunteers. This person would also help chaperone outings. Also this person would plan and develop this fall's children's chapel and would recruit and maintain volunteer parent help, pick curriculum, work with Zammarin to have the musical part of chapel. Alex Pirkle is the candidate. He currently works at St. Peters and worked with the youth program. He has worked with after care and is a part-time teacher there. He comes highly recommended. He would be available to start with the Grace Point kick-off. This will allow us to evaluate him to increase time in January and take over Anna's responsibilities and he would not be involved in Children's Chapel in January. There is no impact on the budget for 2015 since Anna's hours have been less than budgeted. This is another piece in the puzzle to evaluate where we are in the year and plan for next year. This does not require a vote since it is part of the budget.

September 13 is homecoming Sunday with meal on the grounds after 10:30 church. Sept. 20<sup>th</sup> begins new fall schedule with the new fall bluegrass service at 5:00. The Taintors have agreed that the Wanda Taintor Memorial Fund and the plate offering from that service would continue to supplement that fund. James Kee has agreed with his band to provide the music. Publicity will include the Mirror and the Diocesan newsletter. Suggestions were posters around the town including 517 subs and the Mountain Opry and a write up in the Free Press. The service will be in the nave. The



Worship Committee will also get involved in advertising and structuring the altar guild, ushers, collection etc. Father Derrick has met with Wendy and has some thoughts on altar guild including different candles. He also has the idea for getting a quilt made for the Altar frontal. 5:00 Eucharist will be held simultaneously with the EYC meeting at 5:00-7:00. EYC starts with game, then discussion, dinner, then worship. The idea is that the youth would attend church and Christian Ed in the morning. This will be reevaluated if some youth start attending the 5:00 service. Bread for the Journey will begin in November. This will be a dual track of adult confirmation and following with full Bread for the Journey. Confirmation will be in January. Details for youth confirmation will be finalized but will include Sunday morning class with a retreat in December. The Bishop will be here on January 24<sup>th</sup>. There was a question on appropriate Blue Grass music for Church. Father Derrick affirmed this and mentioned the Bluegrass Mass that was held at Carnegie Hall. The focus will be on the Eucharist. There is a possibility that parents of EYC kids might attend. Father Derrick is still thinking about Wednesday night and wants us to discern that. This would likely be a seasonal offering like Taize during Lent. A Healing Service and Light meal that is Eucharist is being done at Good Shepherd and is a possibility. We are planning for a October or November kickoff by doing this really well and not spreading ourselves too thin. Leigh reminded all that IHN is August 30-September 6<sup>th</sup> and could use another driver or two.

### **Wardens' Reports**

The By-Law changed is expected to be signed by the Diocese. Next Sunday afternoon is Min-SWEEPSA. This will focus on ideas for changing the SWEEPSA model for next year and to figure out where we are going with the Vestry next year. The question was asked whether there are there models for Vestry that would not be reinventing the wheel. Father Derrick talked about the SWEEPSA model keeping SILOS and working better for Pastoral Church. An alternative is focus areas with broad based goals for each team tied into budgeting with the goal to find a model for 4 basic areas. Each committee would fall under more than one different group. The Five marks of Mission would be a framework for thinking about these focus areas. The Vestry Resource Guide has been ordered and is a new edition that may have other ideas.

### **Other Business**

None

Adjourned at 8:10.

## **Addendum to August 10th Vestry Agenda**

### **August 3rd**

#### **Vestry Officers**

5:30

### **August 9<sup>th</sup>**

#### **11th Sunday of Pentecost**

8:00 a.m. Rite I – Chapel

9:15 Rite II- Outdoors

10:30 a.m. Rite II – Nave

Lockup: MacCoon



**August 10th**  
**Vestry Meeting**  
6:30 Room 13

**August 16th**  
**12th Sunday of Pentecost**  
8:00 a.m. Rite I – Chapel  
9:15 Rite II - Outdoors  
10:30 a.m. Rite II – Nave  
Lockup: Pyron

**August 16<sup>th</sup>**  
Mini-SWEEPSA 3:00-6:00

**August 23**  
**13th Sunday of Pentecost**  
8:00 a.m. Rite I – Chapel  
9:15 Rite II - Outdoors  
10:30 a.m. Rite II – Nave  
Lockup: Rawls

**August 30**  
**14th Sunday of Pentecost**  
8:00 a.m. Rite I – Chapel  
10:30 a.m. Rite II – Nave  
Lockup: Althaus