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**St. Martin's Episcopal Church Vestry Meeting**  
**November 22, 2010** (approved on 11/29/2010 minutes )

**Present:** The Rev. Jon Hall, Rich Luebcke (Sr. Warden),  
Sherrie Algren (Jr. Warden), Steve Gillies (Treasurer), Bob Buehler,  
Larry Cornelius, Mary Drastal, Doug Edmonson, Heidi Gioia,  
Jeanne King, Carrie Morrison, and Steve Young

**Absent:** Debbie Marx

**Observer:** Tom Shepperd

**Opening:** At 6:05 pm the meeting was opened with a prayer by  
Fr. Hall. Roll call was taken. It was acknowledged that a quorum was  
present and agreed that Jeanne King would act as clerk in the absence  
of Debbie Marx.

**Approval of the October 25, 2010 minutes:**

Larry Cornelius moved to accept the minutes from the October 25,  
2010 Vestry meeting. Mary Drastal seconded the motion. All approved.

Fr. Jon introduced Tom Shepperd as an observer to the Vestry meeting  
and also asked the Vestry to note the change in the usual order of  
reports. This is due to the depth of the treasurer's report.

**Ministry Reports:**

Mary Drastal gave an update on *Parish Life*.

- ECW applied for a UTO grant to improve St. Martin's handicap access.
- Janis Greenbaum is working on the Advent Event scheduled for Sunday, Dec. 5
- Lunch for the Bishop's Visit will be hosted by the Men's Group

Mary also provided the *Stewardship Report*.

- 136 pledges totaling \$363,064 (last year's campaign 125 pledges totaling \$312,435)
- 32 pledges totaling \$94,750 are unchanged

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- 64 pledges increased by total of \$36, 441
- 12 pledges decreased by total of \$15,890
- 24 new pledges totaling \$49,024
- 16 pledges are outstanding ~ totaling \$18,946

Mary said that a phone calls will be made to the 16 pledges outstanding

Jeanne King gave an update on *Outreach*.

- St. Nicholas Event ~ the tags and sign-up is out in the Narthex. The gifts are due back by Dec. 6. Two families want their gifts delivered to Community Church on Dec 9 and Larry C will deliver the rest to the homes on Dec. 13. The Outreach committee will meet on Dec. 6 to be sure all gifts have been accounted for, to organize the gifts by family, and see to any other details before delivery.
- ECM ~ gloves, books, T-shirts, sweatshirts, African-American body products, chess sets or game that does not have dice. No gifts to be wrapped and any logos on clothing must be college teams.
- Bob & Beth Buehler will be taking classes to be intake officers for Circle of Concern.
- Blood Drive Thurs. Jan. 13 2011 3-7pm

Jeanne also reported on her attendance at the *Diocese of Missouri ECW Annual Meeting October 23, 2010*

The annual meeting 2010 was held at Grace Episcopal Church in Kirkwood.

- St. Martin's Church was asked if we would host the 2011 Diocese of Missouri ECW Annual meeting.
  - Meeting is scheduled for Oct. 21- Oct. 22, 2011 (Bishop's Schedule)
  - St. Martin's Responsibilities: Venue, food and liturgy
  - Diocese ECW board will view our campus on Thurs. Jan.13 and have their meeting on Jan. 27

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- Notes and narrative available upon request.
- St. Martin's ECW is in favor of hosting the Diocese of Missouri ECW annual meeting. Fr. Jon has approved our hosting the Diocese ECW Annual Meeting.

**Treasurer's Report:**

Steve Gillies presented the October Financial report with the following remarks:

- Sept. cash flow was tight therefore some Sept. bills delayed until Oct. thus a few late fees incurred.
- Cash flow for Nov. looks good due to a few end-of-the-year-full-payment-pledges.
- Oct. paid remaining \$1400 for annual review
- Satisfied requirements for the Diocese to release grant money \$7500 for heating/ac
- Dec. deficit should be \$14,000

Bob motioned that the Oct. Financial report be approved. Larry seconded the motion. The motion carried.

**Annual Review Feedback:**

The review went well and was favorable. The Review did recommend a full accounting audit in 2011. The Vestry discussed the need for an audit and how long it has been since the last full audit. Also, any accounting firm performing the audit must be separate and distinct from the parish.

**The proposed 2011 budget status:**

Fr. Jon introduced this w/ a reminder that Steve was presenting a "proposed" budget. This is for the Vestry's clarification – not for editing. The Vestry is to use this as gathering information to educate oneself to the financial needs and expectations of the parish.

The Vestry was given a hard copy of the proposed budget and Steve visually projected the budget for full view. He then went over it line by line.

Income:

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- Special Gifts ~ \$13,000 added. Note that a legacy committee is in the formation stages and this committee should increase the Special Gift amount.
- Facility Use ~ \$2,000 added
- Discussion about the 0.00 income line for Packwood. Steve's intention is to wean the parish from its dependency on the Packwood Trust to pay bills. After discussion \$17,000 added to line item.
- Income projection \$467,328.00

Diocesan Pledge:

- Diocesan Pledge minimum amount (\$48,000)

Clergy and Staff:

- The possibility of a 0% increase was discussed.
- Fr. Jon looking at a 15 hour a week position for Youth Minister to work w/ the newly developed Diocese youth program
- The possibility of an assistant priest 2012

Administrative: No discussion

Facilities:

- Interior Maintenance correction made (\$37,868)
- Narthex Proposal discussed

Christian Formation: Refer to clergy & staff

*The Vestry adjourned for a 5 minute break*

Evangelism

Music

Pastoral Support

Worship:

- Altar guild submitted a "dream budget" for new paraments and vestments. The request was prioritized. It was noted that the

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current parchments and vestments are the same one used for the past 35 years.

#### Outreach:

- There was a philosophical discussion, which was started by the low amount (\$5000) proposed for 2011 Outreach budget and how this money has been raised thru fundraising and gift giving.
- There is much Outreach activity going on at St. Martin's but it is fragmented.

#### Communications Parish Life

#### Stewardship:

- All pledge cards are not in
- 2011 looks to be 20% higher than 2010

#### Miscellaneous

It was noted that it was 8:40 pm and only 2 ministry reports and 4 of the 5 treasurer's reports were presented. All agreed to meet again next Monday November 29, 2010 at 6:00 pm to continue and complete the November 22 Agenda.

The Vestry and Finance committee will offer the parish two church wide discussions about the budget, the deficit and the vision for St. Martin's.

- Sunday January 9, 2011 as a forum between services: 9 –10 am
- Sunday January 16, 2011 after all worship services; approx. 11:30 am – 1 pm

Sunday December 12, 2010 is the Bishop's annual visit to St. Martin's. The Bishop will officiate and preach at both worship services. There will be a Bishop's Forum between services (9 –10 am). After worship services the congregation will have a buffet lunch in Park Hall and the

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Vestry will meet with the Bishop in Upper Laird. The lunch in Upper Laird will be served.

On Saturday, November 20, 2010 Sherrie Algren emailed the Jr. Warden to all on the Vestry. This report should be read so that it can be approved for next Monday.

Bob Buehler handed out hardcopies of the updated draft for St. Martin's *Facility Use Policy*. Read for discussion and approval next Monday.

The meeting closed with a prayer of blessing and thanksgiving at 8:55 pm.

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