

Fork Church Vestry Meeting Minutes

June 24, 2014

Those Present:

Rick Alderman	Paul Newell
Michael Woods	John Rickman
Jennifer Smith	Ruth Partlow
Bob Partlow	Mac Chenault
Jim Smythe	Boo Smythe

Absent: Andie Warfield, Tony Droppleman, Scott Smythe

1. This meeting was opened with a prayer. Meeting then was handed over to the Senior Warden
2. Bob and Ruth asked that two items be added to the agenda
 - a. Request that starting July 1, \$400 of their current monthly salary be allotted to housing allowance.
 - b. Requested that we add a review of the proposed job description for the secretary.
3. Boo Smythe provided an update from the Kitchen Committee.
 - a. The committee has found a new stove that has a dented oven door for sale for \$3300 that will meet our needs. This is a savings over about \$5000 over a comparable oven. Boo will get an invoice so we can have a check cut directly from Fork to the supplier and save on taxes.
 - b. The revised renovation contract from Bromac was dropped off during the meeting. Mac will review the revised contract to make sure all the requested changes have been incorporated. Once reviewed, Paul and Mac will sign the contract and return it to Bromac. An initial deposit check for \$20,495 will be needed.
 - c. We need to schedule a clean out the Kitchen Day in July to get ready for the renovation. It was suggested that we store the kitchen items on the stage during construction.
 - d. Attic storage needs to be addressed as we will also be cleaning out the two side storage room on either side of the stage.
 - e. A solution is needed for storing the tables and chairs.
4. Positive thought about Fork over the last month were shared.
 - a. Blessed by the hard work and dedication of the Kitchen Committee.
 - b. Sunday the 15th, the choir was amazing
 - c. The church picnic was a success, at was great having a life guard for the kids.
 - d. All the efforts of Bob and Ruth above and beyond what they are contracted for.

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5. Michael Woods provided an update on the possible timber sale.
 - a. The opinion of Michael Bob was reviewed. Discussion was had about the two options.
 - b. Vestry voted to select cut with the money to be used to establish a fund in the future with the new rector assisting Fork in establishing what the fund will be used for.
 - c. A congregational meeting will be held on July 13 to discuss the timber sale.
 - d. With the select cut option, trees will need to be marked. The vestry approved the cost of Michael Bob marking the trees.
 - e. Additionally we discussed the trees that we have in the parking lot. It has been noticed that the foliage is not very healthy looking. Michael Woods will look into consulting an Arborist to get a professional option.
6. Search Committee update was provided by Mac Chenault and Rick Alderman.
 - a. Members of the committee visited candidate A on Sunday.
 - b. Members of the committee to visit with candidate B in Wednesday morning
 - c. Jesse was meeting with Lindsay Ryland this week as well. On a side note, Lindsey Ryland has announced her retirement effective September 2014.
7. Request for Greg and Paula Muniec was presented.
 - a. The reason for the request was somewhat unclear and additional information would be needed for the vestry to make a decision.
 - b. John Rickman will follow up with Greg and Paula to get more information.
8. Minutes from April 27, May 20, June 5 and June 11 were reviewed. Minutes were approved as amended with spelling corrections.
9. Financial Reports for April and May were reviewed and filled for audit.
10. Liaison Reports:
 - A. Finance
 - Reviewed option for the CD that is maturing. Vestry voted to have the funds held in the checking account for 60 to 90 to avoid a possible cash flow problem with the expected expenses for the kitchen renovations.
 - Mission
 - B. Mission
 - Dinner at St. James the Less. Who is taking the lead? Is St. James still doing the dinner? Jennifer to reach out to Camy Stiles and find out.
 - C. Buildings and Grounds

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- We need to look at the calendar and schedule a Fall clean up day
- Status of the fuel tanks, no new action, will be put on hold
- Gutter on the kitchen extension needs to be cleaned.
- Is there a need for gutters on the main church building? This should be a future project.

D. Christian Formation, no report

E. Pastoral Care

- John has been keeping up with a few people, Howard Anderson, The Licatas, and Sleeman Family
- Need to find out how to get in touch with James Palmer, John will visit Mansonic Home.
- Need to find out where Virginia Turner is.

F. Parish Life

- Mac looking for some assistance with Lemonade on the Lawn for the balance of the summer. Request has been added to the weekly email news letter.
- Paul to get a list of activities for Mac. Mac to touch base with Alice Noland as well.

11. Discussion of Secretary's Job description

- a. Description will be shared with Jacquie to see if she feels she can meet the requirements.
- b. Based on the new job description, request was made and approved to increase the number of hours to 12 hours per week at a rate of \$15 per hour.

12. It was recommended that we create the position of Assistant Resister, to be filled by the secretary to record and prepare the minutes.

13. The vestry approved the request from the Partlow's that \$400 of their current monthly salary be allotted as housing allowance.

14. The balance of the agenda was tabled due to time concerns.

15. Due to schedule conflict, the next vestry meeting will be July 15.

16. Closing Prayer

Respectfully submitted,

Paul Newell

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Vestry Meeting Schedule

July 15, 2014

August 19, 2014

September 16, 2014

October 21, 2014

November 18, 2014

December 16, 2014

January 13, 2015

Annual Meeting January 18, 2015

Vestry Retreat January 31, 2015