

Fork Church Vestry Meeting Minutes

December 17, 2013

Those Present:

Rick Alderman	Paul Newell
Michael Woods	Ali Joy
John Rickman	James Palmer
Jennifer Smith	Alice Noland

1. The meeting opened with a prayer followed by the sharing of positive things at Fork in the past month – Stew Sales, fellowship shared while preparing for the stew, the kids activity table at the stew sale, The Partlows, James not being more badly injured from his fall, Supper Club.
2. Stewardship Update
 - A. 46 pledges for a total of \$83,850
 - B. Andie will be call anyone that pledged last year that we have not heard from
3. The minutes of the November 12, 2013 meeting were approved as amended (added that Jennifer Smith was in attendance)
4. The November Financial Reports were reviewed. Explanation of interest needed along with revised fund amounts. Checking balance still showing May total.
5. Reviewed the proposed employment contract for the Partlows. Contract was approved by the vestry and it was suggested that a handwritten note be sent to the Bishop to thank him for his help.
7. Liaison Reports, discussed that all should be prepared to give a brief update on what there committee completed during 2013 for the Annual Meeting.
 - A. Finance
 - Andie will prepare 2014 budget to be present. We will need to be prepared to discuss income and expenses of 2013.
 - B. Mission – December 29 is St. James the Less Outreach Dinner.
 - C. Buildings and Grounds
 - Church Roof, still need estimate for repairs.
 - Fire extinguishers, Rob Stile looked at the existing fire extinguishers and made recommendation. See attached spread sheet of the recommended replacement. Can we add a line item to the 2014 budget to cover these expenses?
 - Downstairs bathroom and drainage. Jeff McKinney proposed a two phase approach. First phase in January, he would add a gutter to the front and back sides of the kitchen additional to help move the water away for the

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foundation. Estimated cost to be \$410. Second phase would be in the spring, he would dig out the foundation, waterproof the exterior wall. Jeff would need help with the excavation. No cost was identified at this time. Phase one was approved. It was noted that the drains to the basement steps need to be cleaned out. Court thought Terry Cave and Mike Thomas were working on this.

- Rick reported that he this has to schedule to have the septic tank emptied.
- No update on the budget quote for the electrical work in the Parish House.
- Rick still looking into a permanent solution for the sink in the sacristy.

D. Christian Formation

- Scheduling to introduce the Partlows to varies committees within the church.

E. Pastoral Care

- Will be calling on home bound members for the holidays. Will be getting a list together for the Partlows.

F. Search Committee

- Noting happening at this time. No new leads from the Dioceses.

G. Parish Life

- Welcome reception on January 5 after church for the Partlows.
- Discussed a possible “Thank You” reception for off going vestry members on January 19 but voted not to.
- The need for more coffee hours was discussed as a way for the Partlows to get to know people and foster continued fellowship.

H. Worship

- Readers needed for Lessons and Carols on December 29.

I. Communications

- Updated Parish Directory should be finished next year.
- Communication software Constant Contact discussed, cost it \$11 per month, Lindsey Smythe to handle.
- Discussed need to Membership Development, with the recent hospitalization of Cari Overby’s son, Cari was very much comforted by the outpouring of support she got from Fork Church.
- Memorials in the bulletin have been corrected.

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- Stew Sales brought in about \$3,000 plus.
- Caroling bon fire on 12.22.13 at 5 PM

J. Kitchen Committee – No update at this time.

8. Old Business

- A. Lock box is still needed for secure storage of extra keys.
- B. Metal hanging sign will be ordered by Paul
- C. Method needed to be able to alert the Sunday School Teachers when the sermon is concluding so they can get the kids over the church without missing part of the Eucharist.
- D. Off going vestry members need to identify possible candidates.
- E. James Palmer to update vestry on his status in January.
- F. Suggestions requested for appointed positions. Vickie Chenault and Lindsey Smythe were both mentioned for register.

9. New Business

- A. Do we want to have a vestry meeting on January 14 to prepare for the Annual Meeting? It was discussed about inviting the nominees to vestry.
- B. The question was asked how we keep the Parish House looking presentable year round. Can we have the lawn service company do other work when the grass isn't growing? Should be contract the Cemetery Committee?

10. Closing Prayer

Respectfully submitted,

Paul Newell