

WESTOVER CHURCH VESTRY MEETING MINUTES 26 AUGUST 2013 approved Sep 23rd

Meeting began at 7:10pm and ended at 8:55pm.

In Attendance: Rev. Gray, Peggy Christian, Archer Ruffin, Annette Sherman, Dan Hall, Jeannine Hinson, Monica Bowling, Jon Black and Kathleen McQuaid-Lockwood.

Denise Malone, Treasurer, was also present until the end of the Financial Report.

III Denise reported that pledge and non-pledge income was below budget. The Search Committee was also below budget. The 2010 audit process was slow. The auditing company is being paid \$12,000.00 total for the 2010, 2011 and 2012 reports.

Peggy Christian has been researching our color printer options. The best option would be to purchase an inexpensive color printer available at Amazon for \$373.95 with delivery. This is a copier/printer, wireless, and can enlarge and reduce copy. It can handle 150 pages in the tray and print 3000 pages per month. Cost of toner cartridges is reasonable. A four pack combo package would cost \$159.45; a black and white single package would cost \$37.95. Our current black and white printer has two more years to go on the contract. It would be very costly to break the lease.

- Motion to purchase color printer **Approved.** Implementing this purchase is postponed until April arrives as rector to make final decision.

IV Jeannine discussed the status of the Autumn Pilgrimage. We now have all the homes needed. We need more volunteers for the home tours. We also need to sell 500-666 tickets. Some of the homes have been renovated since we last had the tours. The public Relations Company is beginning to advertise in local newspapers. Radio stations advertise for free. Annette is publishing advertising on various websites. National Public Radio will allow us to sponsor a day in return for advertising.

Promoting the Autumn Pilgrimage through "Living Social" was discussed. Visitors would pay \$15 per ticket. We would get \$7.00 and the company \$7.00. It was decided not to do anything with "Living Social" at this time. The vestry can regroup regarding this at a later date if necessary. It was decided to give each person 10 tickets to sell after the services on Sunday.

Monica will bring in vendors for the Pilgrimage-One to sell vintage clothing and another to sell jewelry. Tickets could be sold at the Charles City Fair. Brochures will not be available until

day of Autumn Pilgrimage. Canna bulbs will be for sale and art work. Jim Daniels is in charge of vendors.

Discussion regarding possibility of raffling off a commissioned portrait by Cathy Clark.

V We cannot get a rider to cover the horses for the carriage rides. A letter of appreciation should be sent to the Search Committee. We have received the go-ahead from DEQ to remove the oil tanks free of charge.

The Minutes from 22 July 2013 have been **Approved**.

Service of the Blessing of the Animals will be held here at the church on October 6, 2013.

Approved.

Stewardship: Christmas Concert will be held November 30, 2013 in the early evening. We need to sell 50 tickets. Cost will be \$20 for adults and children under 18 yrs. Free. Children need to bring mats. We need to encourage people to stay and clean up after concert.

There is a workshop on September 14, 2013 in Alexandria on growing your church and stewardship. Information is on the Diocesan website.

The Horticulture Committee has set September 14, 2013 as Clean-Up day. 9-12noon.

Hospitality: Need to have more people sign up to host coffee hour. Hosts are not keeping up with shopping list.

C. A couple people have offered to buy a US flag with pole.

D. Transition Plans: Bruce will meet with April on September 4, 2013.

Worship Committee will meet September 8, 2013 between services to get ready for Bishop's visit and April coming as our Rector.

VI Senior Warden: suggested we could have a Westover banner made or any other banner without writing. Nomination was made, voted and **Approved** to make Parish Hall wheelchair accessible.

Junior Warden: We have one bid for painting rectory and parish hall. It would cost \$9,950.00 to paint the rectory and \$7,950.00 to paint the Parish Hall.

VII This was Bruce's last Vestry Meeting. We will miss his guidance and patience.

Respectfully submitted, Kathleen McQuaid-Lockwood

Westover Parish Church
Treasurer's Report August 2013
September 23, 2013

Budget Performance:

	August	YTD Actual	YTD Budget
Income	\$ 11,218.13	\$161,432.40	\$171,750.00
Expenses	\$ 21,292.40	\$126,086.56	\$128,215.00

2013 Pledges: 46 Units \$ 132,710.00 as of August 31. 2013 (No Change)

YTD income is below budget by \$10,317.60. Non pledge income is \$ 6,433.00 below budget. This shortfall has not shown any signs of improving and continues to grow. Pledge income is below budget by \$ 3,685.00. The major positive deviations from budget are other income (primarily from weddings, donation to the Cemetery Fund and funerals) and concerts.

YTD expenses are \$ 2,128.44 .below budget. The biggest factors remain the delay in the audit, lower than anticipated search committee expenses to include no requirement for moving expenses and a reduction in propane expenses. Going the other way miscellaneous expenses remain up due to the payouts for wedding expenses and a donation to the Cemetery Fund.

The audits for 2010, 2011 and 2012 continue. We should be receiving a draft report for 2010 shortly.