

***WESTOVER CHURCH VESTRY MEETING MINUTES 16 DECEMBER 2013 approved Jan 26, 2014**

MEETING; Began at 7:15pm and ended at 8:30pm.

IN ATTENDANCE: Jon Black, Archer Ruffin, Annette Sherman, Peggy Christian, Monica Bowling, Rev. April Greenwood and Kathleen McQuaid-Lockwood.

OLD BUSINESS:

Budget: This is Denise Malone's last Vestry Meeting. Parishioners who pay their pledges in advance will be reflected in January 2014 budget. Our current pledges are in the red.

Stewardship: Letters went out. We now have 28 pledges compared to last year's 47 pledges. This is a concern. We will have a program on stewardship in mid-January.

Vestry Meeting Minutes for November 2013 as amended are **APPROVED**.

NEW BUSINESS:

Needlework: Jane Bergstralh wants to be on Needlework Committee. She has a triptych on advent she wants to donate but we would need to frame it. It would require three frames and hardware. Motion **not to** get frames for triptych: **APPROVED**.

April needs mail slots to be put up in an accessible place. Archer will see to it. April will take a week off at the end of January 2014.

Hospitality is o.k.

Vestry meeting schedule for 2014 will be the fourth Tuesday of each month. **APPROVED**.

April needs proofreaders for the weekly bulletin. It would be by email on Wednesdays noon and same day turnaround time. Bulletin needs updated anniversaries and birthday information. Peggy keeps a list.

Welcoming Committee: It is suggested that we have a dinner every four months to greet new members.

Our visiting Bishop from Tanzania will be here on Christmas Eve for either one or two services. Loose offering may go to Bishop and the Vestry will donate money in a check. Amount has not been determined yet. He comes from the Rift Valley in Tanzania and they need everything. We will give him two checks, one check from the income from selling the items brought here from Tanzania and another from Westover Church discretionary fund.

Proposed Budget for 2014 is **APPROVED**.

Respectfully Submitted, Kathleen McQuaid-Lockwood

Westover Parish Church

Treasurer's Report

December 2013

January 21, 2014

Budget Performance:

	December	YTD Actual	YTD Budget
Income	\$ 33,208.91	\$288,047.86	\$263,530.00
Expenses	\$ 48,638.11	\$240,212.50	\$207,150.00

2013 Pledges: 46 Units \$ 132,710.00 as of September 30. 2013 (No Change)

2014 Pledges 45 Units \$ 141,497.00 as of January 14, 2014

YTD income exceeded budget by \$24,517.86. Non pledge income ended the year

\$ 5,604.00 below budget... Pledge income missed budget by \$ 602.21 The major positive deviations from budget are other income (primarily from weddings, donation to the Cemetery Fund and funerals) the Autumn Pilgrimage, concerts, the receipt of a larger than expected IC make up check and a substantial increase in Thanksgiving donations.

YTD expenses exceeded budget by 29,436.69. The Rector's Stipend is exceeded the budgeted amount as did electricity, building maintenance, health insurance and Thanksgiving purchases. Miscellaneous expenses remain up due to the payouts for wedding expenses and a donation to the Cemetery Fund.

Cash flow chart is included in your packet. This includes the \$25,000.00 bequest because it is still in the checking account. Cash flow ended the year as a positive \$78,203.83. These figures do not include \$35,630.00 for 2014 Pledges that were paid early.

The audits for 2010, 2011 and 2012 continue. Draft financials have been furnished to the Vestry and the auditors are awaiting approval of their drafts so as to be able to print final versions.