

Westover Episcopal Church
Vestry Meeting Minutes
Tuesday | September 19, 2014

In Attendance: 9: April Greenwood, Monica Bowling, Archer Ruffin, Jimmy Tyler, Randy Boyd, Jeanine Hinson, Peg Christian, Dorene Billingsly and Rob Erda

Absent: 1: Jon Black

Commenced: 7:15 pm

New Business:

- Randy Boyd made a motion to approve the Minutes from the Vestry Meeting of July 2nd. **The Vestry voted 9:0:0 to approve the Minutes.**

Treasurer's Report:

- Dorene presented the Treasurers report through August 2014.
 - August, Actual versus Budget
 - Revenue of \$11,737 versus a budget of \$17,646
 - Expenses of \$11,535 versus a budget of \$18,247
 - YTD, Actual versus Budget
 - Revenue of \$137,070 versus a budget of \$141,164
 - Expenses of \$135,932 versus a budget of \$145,044
 - FY 2014 Forecast versus Budget
 - Forecasting 2014 Income of \$226,673
 - Forecasting 2014 Expenses of \$220,027
 - 2014 Results are dependent upon special events producing approximately \$12,000 through the remainder of the year.
- Archer made a motion to approve the 2010, 2011 and 2012 Audit report prepared by Harris Hardy & Johnstone, Inc. **The Vestry voted 9:0:0 to approve the Audits.**
- Rob Erda has been asked to chair the 2013 Audit Committee. Rob has agreed to chair the Audit Committee with help from Monica Bowling and Jinx Zygeti.
- Randy Boyd made a motion to give authority to Alice Tyler (Books Keeper) to pay recurring monthly expenses that are within 125% of the average monthly budget. (For example, if 2014 telephone budget is \$1,200, \$100 per month, Alice can pay a phone bill up to \$125 without approval). **The Vestry voted 9:0:0 to give Alice this Authorization.**
- Archer made a motion to approve the August 2014 Treasurer's report. **The Vestry voted 9:0:0 to approve the August 2014 Report.**

Rector's Report:

- April reported that she sent a letter to the church community outlining upcoming events; including: The Holiday Bazaar and the visit of Bishop Ted Guliak on October 5th.
- Bishop Ted Guliak will attend the October 5th. There will be only one **service at 2:00 on the 5th** – with a reception to follow. No 8:30 or 10:30 service.
- Several new members have joined the Church.
- April reported that a disproportionate number of church members have had family crisis in recent week. April has been spending a lot of time supporting these people.
- EFM: Westover is working hard to get people involved with EFM. Rusty Copeland is leading that effort.
- Greg is working hard to get more members of the Congregation involved in the music.

Senior Warden's Report:

- Archer reported that he was very happy to see strong attendance in church through the summer.

Junior Warden's Report:

- Jimmy reported that there have been many small repairs in recent weeks (toilets, sinks, hinges, keys, etc.)
- We are evaluating the quality of cleaning that is being provided by our cleaning service.
- Amy – our tenant – plans to move out October. Jim Daniels has several prospects. A motion was made to give authority to the Junior and Senior Warden to execute a satisfactory lease. **The Vestry voted 9:0:0 to give approval to the Wardens.**

Other Business:

- April has been asked to send a Thank You note for the bequest from the Hull Estate (\$10,000).
- **A Harvest & Holiday Bazaar will be held Saturday, November 8th from 9:00 – 2:00.**
 - Peggy reported that a letter has been sent to all Charles City church to rent tables for the Holiday Bazaar. No churches have been heard from;
 - Other vendors have been contacted;
 - Food will be served. Brunswick stew is on the menu.
- Events:
 - Raffle: About \$1,000 worth of tickets have been sold. The goal is about \$7,500.
 - The drawing will be held at the Holiday Bazaar.

Next Vestry Meeting: Tuesday, October 21st at 7:00

Meeting Adjourned: 8:10