

**The Church of the Epiphany
Vestry Meeting Minutes
Meeting Date: January 9, 2007**

The meeting opened at 7 PM with prayer time, followed by the vestry prayer.

Vestry Members Attendance: Present (P), Excused (E)

Gregg, Ted	P	Paul, Gabe	P
Morris, Ralph	P	Plummer, Andy	P
Holmes, Kevin	P	Reiter, Scott	P
Krukowski, Chad	P	Stromberg, Margaret	P
McNeely, Sally	E	Ticer, John	E
Oliphant, Mark	P	Tomlinson, Liz	E

Also present: Father Robin, Father Luke, Murray Black, Tom Miller, Charlie Monroe, Larry Pantzer, and Jan Welch.

Robin read and discussed the decision by the Diocese of Virginia not to extend the 30 day stand still agreement.

Elections, Committee Reports, and Old Business:

1. **Minutes.** Mark moved and Scott seconded the approval of the minutes for the meetings of December 17 and 20; passed by unanimous voice vote. Minutes of the minutes of the December 12 meeting were deferred and later amended. Ted moved and Chad seconded the approval of the amended minutes, which passed by unanimous voice vote.

2. **Election of Officers / Ministry Chair.**
 Chad pointed out that the terms of new vestry members and officers will be effective immediately following the Annual Meeting on January 21.
 Robin announced his appointment of **Murray Black as Senior Warden**, which was approved by unanimous voice vote.
 Scott nominated **Ralph Morris as Junior Warden**, seconded by Mark and passed by unanimous voice vote.
 Chad nominated **Charlie Monroe as Treasurer**, seconded by Kevin and passed by unanimous voice vote.
 Chad nominated **Larry Pantzer as Register**, seconded by Margaret and passed by unanimous voice vote.
 Robin announced that **Scott Reiter will head the Finance Commission**.
 Robin expressed the need for a smooth handoff from old to new officers and commission heads. Chad noted the need to firm up the remainder of the new commission leadership before the Annual Meeting on January 21. At this point, openings exist in Teaching (vacated by Scott) and Local Outreach (vacated by Ralph).

3. **Treasurer's Report.** Andy distributed and discussed the Treasurer's report and asked Tom Miller to comment on mortgage debt service. Tom stated that debt service will necessarily become part of the operating budget for 2008 and that it would be better to take it on in 2007. Ted recalled the vestry commitment to allot 10% of the operating budget to Outreach and concluded that funding for Outreach should consequently increase by 10% of the debt service added to the operating budget. Additional discussion followed during the Finance Committee report. Acceptance of the Treasurer's Report was moved by Ted, seconded by Margaret, and passed by unanimous voice vote. A copy of the full Treasurer's Report is available separately.

4. **Finance Committee Report.** Andy presented the report using a table labeled "Church of the Epiphany 2007 budget exercise" (available separately). Attention was focused on the budget deficit shown in the line labeled "Over / (Under) expected Tithe" and the vestry was asked to consider whether this shortfall should be covered by (1) use of Great Commission funds to cover debt service, (2) operating reductions, or (3) reductions in the incremental costs requested for 2007. Andy moved to use an estimated \$120,000 in increased tithes for debt service. The motion was seconded by Scott and passed by unanimous voice vote. Andy and the Finance Committee will recommend cuts from the incremental costs to make up the remaining shortfall. Toward the end of the meeting, Mark moved that we operate under a continuing resolution, that is, at the 2006 operating budget levels, until the 2007 budget is approved. Margaret seconded and the motion was approved by unanimous voice vote.
5. **Parish Annual Report.** The vestry was reminded to submit all remaining sections of the Annual Report.

New Business

6. **By-Laws.** Chad reported that Mary McReynolds recommends that we have the congregation approve the by-laws as soon as possible. The congregation should vote on the By-Laws as submitted, without amendment. We should have these ready for the congregation to read by Sunday. After congregational approval, the vestry can update them as necessary later. There being many outstanding changes necessary to produce a clean copy of the By-Laws for review, Jan agreed to incorporate the changes for distribution later in the week. Chad also provided a draft resolution for their approval, once complete. Chad moved that the firm of Winston and Strawn be employed to file our paperwork. Scott seconded the motion, which passed with Gabe's abstention to an otherwise unanimous voice vote.
7. **Church Rolls / Annual clean-up.** Deferred until next meeting.

Adjourn

The meeting adjourned at 9:00 PM by unanimous consent to Mark's motion and Andy's second, and was followed by an Agape feast.

Vestry Meeting Minutes for January 9, 2007
Prepared by Larry Pantzer
Version: Approved