

**Approved Jan. 24, 2016**

Advent Episcopal Church  
13150 Spanish Garden Drive, Sun City West, AZ 85375

**VESTRY MEETING MINUTES**

November 22, 2015

- I. OPENING PRAYER: The opening prayer was offered by John Long.
- II. CALL TO ORDER: The meeting was called to order by Sr. Warden, Ray Joseph at 11:30 a.m. Members present: Ray Joseph, Paula Bachman, Dianne Diaz, Dotty Eubank, Bob Fletcher, Jim Fry, Jeffrey Hyatt, John Long, Pat Stewart, and Barb Wolfe. Members absent: Flavia Nomicos.
- III. APPROVAL OF MINUTES: Paula Bachman moved and Dotty Eubank seconded the motion that the minutes of the October 25 meeting be approved. The motion passed.
- IV. SR.WARDEN'S REPORT: Ray stated that there have been instances of Vestry members, when making announcements to the congregation, repeating information already printed in the bulletins. This is not necessary. He also said that, in the future, only scheduled announcers will make announcements. He reminded the Vestry that the Bishop will visit on December 13 and asked that they review the questions they may be asked. He said that the Vestry will sponsor refreshments on Christmas Eve. Barb Wolfe and Jeffrey Hyatt will coordinate this with the Men's Club and ECW, as Ray will be away over Christmas. He stated that there will be a welcome for Rev. Harry Way on November 29, with Dotty coordinating. He asked that the Vestry volunteer to handle coffee hours for one month per year and there was approval to do this.
- V. JR. WARDEN'S REPORT: Flavia Nomicos was absent but had asked that Vestry members be reminded of their responsibility for final door checking and locking on the days when they make announcements.
- VI. TREASURER'S REPORT: Jim Fry had e-mailed his budget proposal, budget addendum, the October financials and a request to update Advent's server. (Attachments 1, 2, 3 and 4). He recommended that the request be approved, with the money coming from the non-restricted bequest fund. Paula moved and John Long seconded the motion, which passed. He reviewed the 2016 budget summary from the Finance Committee to the Vestry. He reported that our accounting firm has requested changing their billing from hourly to monthly budgeted at \$6000 per year. John Long moved and Bob Fletcher seconded the motion that this be done. The motion passed. Jim told the Vestry that Russell Flack will be named Treasurer of Advent for 2016. Bob moved and Dianne seconded this motion that the budget recommendation be accepted. The motion passed. Jim requested an amendment asking that the recommended compensation for the new rector in the final quarter of 2016 be forwarded to the Search Committee. He moved and Bob seconded the motion that this amendment be added. The motion passed. Jim also moved that if pledges exceed \$300,000, the Outreach budget should increase, up to 10% of the additional pledges above \$300,000. Dianne seconded the motion, which passed. If this happens, the formation of an Outreach Ministry

should be decided at the same time. Dianne seconded the motion, which passed.

- VII. ARTS AND CRAFTS FAIR: Dotty reported on the fair. She said that most vendors did well and the ECW (for Helping Hands) generated over \$2000. She commented that we need provisions for medical responsibility at such events.
- VIII. CHRISTIAN EDUCATION, WORSHIP AND SEARCH: Dianne had e-mailed her report (Attachment 5). She proposed that the door to the offices should remain open during services. The Vestry agreed.
- IX. PASTORAL VISITORS: Pat Stewart had e-mailed her report. (Attachment 6). She said that the committee has quadrupled in number this year.
- X. PARISH GROWTH & DEVELOPMENT: John had e-mailed his report (Attachment 7). He reminded the Vestry of the newcomer's event on December 6.
- XI. NOMINATION COMMITTEE: Paula reported that the Nomination Committee is still seeking people to run for Vestry positions.
- XII. CONVENTION DELEGATES: Jim suggested that people elected to attend the convention should submit a report after attending.
- XIII. COUNTERS: Jim asked for recommendations of people to serve as Counters.
- XIV. CLOSING PRAYER: The closing prayer was offered by John Long.
- XV. ADJOURNMENT: Paula moved and Dotty seconded the motion that the meeting be adjourned at 1 p.m. The motion passed. The next meeting will be on December 13, with Bishop Smith in attendance.

Attachments: 1. Budget proposal, 2. Budget addendum, 3. October financials, 4. Request to update server, 5. Christian Education, Worship, Search Committee, 6. Pastoral Visitors, 7. Parish Growth and Development.