

Approved May 22, 2016
Unapproved

Advent Episcopal Church
13150 Spanish Garden Drive, Sun City West, AZ 85375
VESTRY MEETING MINUTES
April 24, 2016

- I. OPENING PRAYER: The opening prayer was offered by Herb Norton.
- II. CALL TO ORDER: The meeting was called to order at 11:30 a.m. by Dianne Diaz, Sr. Warden. Members present: Dianne Diaz, Flavia Nomicos, Paula Bachman, Bob Fletcher, John Long, Joe Marquis, Herb Norton, Sharon Paine, Sharon Navratil, and Pat Stewart. Members absent: Fr. Harry, Pat Kindle.
- III. APPROVAL OF MINUTES: John Long moved and Flavia Nomicos seconded the motion that the minutes of the March 30 meeting be approved. The motion passed.
- IV. RECTOR'S REPORT: Fr. Harry had submitted his monthly Interim Rector Activity Report via e-mail. (Attachment 1)
- V. SR. WARDEN'S REPORT: Dianne had submitted her April report via e-mail (Attachment 2). She added that the Vestry is responsible for Coffee Hours during May, with the exception of Mothers' Day and asked members to sign up. She led a discussion of updating the directory. Pat Stewart moved and Flavia seconded the motion that we undertake this project. The motion passed.
- VI. TREASURER'S REPORT: Russell Flack had submitted his report via e-mail (Attachment 3).
- VII. FINANCIAL REPORT: Herb Norton presented a revision to the Advent Investment Committee Policy stating that investments will be in ETF's and Mutual Funds (Attachment 4). He moved and Bob Fletcher seconded the motion that it be accepted. The motion passed. Herb then moved that we move our memorial funds from Vanguard to Schwab. Sharon Paine seconded the motion, which passed. Herb also moved that we update our check signers with Schwab. John Long seconded the motion, which passed. Herb moved that we transfer \$25,000 from Bequests to Major Maintenance and add 2% of future gifts to Major Maintenance. John Long seconded the motion, which passed. Herb reported that we need an audit review this year and moved that we use the auditor we used last year. Bob Fletcher seconded the motion, which passed.
- VIII. JR. WARDEN'S REPORT: Flavia had submitted her report via e-mail (Attachment 5) she stated that she is getting bids to install concrete in front of the Great Doors and install a labyrinth. She will have more details at a future meeting. She reports that the cost of soda blasting and coating the brass door handles will be \$410. She moved we use Blast Masters Tile. Paula Bachman seconded the motion, which passed. She will put a package together for Vestry members.
- IX. COMMUNICATION: Sharon Paine submitted her report via e-mail (Attachment 6).

- X. FUNCTIONS & FELLOWSHIP: Joe Marquis distributed his report (Attachment 7).
- XI. PARISH GROWTH & DEVELOPMENT: John Long submitted his report via e-mail (Attachment 8).
- XII. PARISH VISITORS: Pat Stewart distributed the Parish Visitors Report (Attachment 9).
- XIII. VESTRY MEETING SCHEDULE: It was tentatively decided to skip meetings in August and December (assuming the budget is ready for consideration in November) and to change the November meeting to November 20.
- XIV. CLOSING PRAYER: The closing prayer was offered by Herb Norton.
- XV. ADJOURNMENT: Paula moved and Flavia seconded the motion that the meeting be adjourned at 1:00 p.m. The motion passed. The next meeting will be on May 22.

Attachments: 1. Interim Rector's Activity Report, 2. Sr. Warden's Report, 3. Treasurer's Report, 4. Investment Policy, 5. Jr. Warden's Report, 6. Communication Report, 7. Functions & Fellowship Report, 8. Parish Growth & Development Report, 9. Parish Visitors Report.