

Grace Church Vestry Meeting

December 15, 2013 11:30 a.m. following worship

Grace Church office

Present: Kathy Clausen, Geoff Perkins, John Cheek, Susan Gray, Ian Booton, Sally Brooke, Sue Gore, Rick Gore, Dindy Anderson, Louise Robitaille

The meeting was called to order by Kathy Clausen, who led Dwelling in the Word with Matthew 11: 2-11.

New Business: Doreen Hutchinson (via speakerphone) gave the Wisdom Group's report on an initiative to be funded equally by Grace Church and a Congregational Development Grant from the diocese, to partner with the Guthrie Center, Taft's Farm, Gideon's Garden, Grace and Fairview Hospital's registered dietitians for six dining events at Guthrie Center. After discussion the Vestry voted to accept the proposal that \$3388 be made available from the Wisdom Outreach Disbursement funds for that purpose (complete proposal attached).

Sue Gore reported that Grace Church had donated \$1730 in cash and gift cards for the "Gifts for Teens" program.

Sally Brooke read a letter from The People's Pantry thanking Grace for its donation of \$1556.50 in cash and frozen turkeys on November 25. The minutes of the November 21, 2013 were accepted as corrected.

Treasurer's Report: Geoff Perkins said that he would email the final report for 2013 and the budget for 2014. He will bring the final reports to church to be voted on at a quick meeting there by the Vestry. (Clerk's note: **The budget for 2014 was approved by the Vestry, as presented, at a meeting at Crissey Farm after the church service on December 22. It is attached to these minutes.**)

Nominating Committee: Dindy Anderson and Sally Brooke will add two parishioners to the committee.

Old Business: Rick Gore said he would find a new desk for Bonnie Weiland to use in the new office.

It was agreed that the funds necessary to set up the office be taken from the insurance money received from St. James.

Geoff asked about advertising for Grace, and it was agreed that brochures and an expanded internet presence would be important. It was also agreed that the ads in the Berkshire Eagle would be discontinued, but continued in the Shopper's Guide and the Berkshire Record.

Search Committee: John Cheek reported that so far three candidates for priest-in-charge had been interviewed, with one more to come by December 30th. He said there were some excellent candidates. **The committee's request for initial funding of \$5000 was approved and granted by the Vestry.**

Parish Life updates: Kathy Clausen announced that Grace was now "ready for morning prayer" after training by Pam Mott. She said that \$500 had been donated from outreach funds to the Gifts for Teens Christmas project. She also mentioned planning for the Annual Meeting on January 19, 2014.

Kathy also mentioned that although those providing Morning Prayer did not need licensing, that Eucharistic ministers and Eucharistic visitors (and preachers) did. The Vestry approved the list of Eucharistic ministers, Eucharistic visitors, and lay preacher whose names are submitted to the Diocese for renewal of licenses for 2014.

Sue Gore mentioned the need for more Eucharistic visitors, and that she will look for training opportunities in the spring.

After a closing prayer by Rick Gore, the meeting adjourned at 1:20 p.m.

Respectfully submitted, Sally N. Brooke, Clerk

RECOMMENDATIONS TO VESTRY FROM WISDOM / OUTREACH MINISTRY

We have reviewed the new requirements for the Congregational Development Grant due in March of 2014.

We meet the criteria #2:

A project with specific mission focus beyond the boundaries of the Parish: Collaborative Ministries within the Diocese with ecumenical partners and/or community social service agencies are encouraged.

Our idea is to partner with the Guthrie Center, Taft’s Farm, Gideon’s Garden, Grace and Fairview Hospital’s registered dieticians. We would sponsor six community dinners from spring through fall at the Guthrie Center (industrial kitchen). The groups may be varied and the purpose will be fellowship, listening for possible needs and some will include nutrition and cooking education, using produce grown at Gideon’s Garden. The preliminary budget will include:

| | |
|-----------------------|----------|
| Guthrie Center Rental | \$4,800. |
| Dinner Supplies | 1,800. |
| Dieticians | 175. |
| | \$6,775. |

The grant request will be for \$3,388, which the church will need to match. We are recommending that the matching dollars come from the Wisdom Outreach Disbursement Funds.

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2014 Budget

| | | | 2013 Budgeted | 2013 Projected | 2014 Budgeted | | |
|--------------------------|--|-------------------|---------------|----------------|---------------|--|--|
| INCOME | | | | | | | |
| | | Pledge | 145712 | 143835 | 136682 | | |
| | | Loose Plate | 4500 | 5600 | 3000 | | |
| | | Special Offerings | 0 | 1006 | 1000 | | |
| Investment Income | | | | | | | |
| | | Interest | 300 | 75 | 27 | | |
| | | Diocese | 42500 | 42969 | 42500 | | |

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|--|------------------------------------|--------|--------|--------|--|--|
| | Crane Trust | 3126 | 2518 | 2500 | | |
| | | | | | | |
| | Other Income | | | | | |
| | Flowers | 1775 | 1225 | 1200 | | |
| | Breaking Bread | 450 | 525 | 0 | | |
| | Carry-over from 2013 | 10191 | 10191 | 9381 | | |
| | | | | | | |
| | TOTAL INCOME | 208554 | 207944 | 196290 | | |
| | | | | | | |
| | | | | | | |
| | EXPENSES | | | | | |
| | Space Related | | | | | |
| | Insurance | 1798 | 2214 | 1800 | | |
| | Storage Rental | 3340 | 3123 | 2040 | | |
| | Crissy Farm Rental & Set-up | 18300 | 18360 | 18300 | | |
| | 67 State Rd Rental | 0 | 8700 | 16800 | | |
| | 67 State Rd Electric | 0 | 70 | 1200 | | |
| | 67 State Rd Gas | 0 | 290 | 1356 | | |
| | 67 State Rd Internet | 0 | 150 | 600 | | |
| | 67 State Rd Phone | 0 | 105 | 420 | | |
| | 67 State Rd Water/ Sewer | 0 | 0 | 0 | | |
| | | | | | | |
| | Music & The Arts | | | | | |
| | Organ/Piano Maintenance | 250 | 0 | 250 | | |
| | Music | 500 | 0 | 500 | | |
| | Choir Supplies & Resources | 250 | 0 | 250 | | |
| | Special Programming | 250 | 0 | 0 | | |
| | | | | | | |
| | Office | | | | | |
| | General Supplies | 2000 | 709 | 1000 | | |
| | Postage | 250 | 130 | 250 | | |
| | Printing/Duplicating | 1000 | 909 | 1000 | | |
| | Telephone/Internet | 475 | 750 | | | |
| | Tuesday's Child | 0 | 284 | 108 | | |
| | Internet Hosting | 0 | 144 | 144 | | |
| | Church Windows/ Accounting Fees | | | 1740 | | |
| | | | | | | |
| | Worship | | | | | |

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|--|--------------------------------------|--------|--------|-------|--|--|
| | Flowers | 1380 | 650 | 1350 | | |
| | Altar | 225 | 1200 | 250 | | |
| | | | | | | |
| | Education | | | | | |
| | Christian Formation | 250 | 362 | 300 | | |
| | Church School | 150 | 0 | 150 | | |
| | Music Minister Cont. Ed | 0 | 0 | 0 | | |
| | Vestry Formation | 400 | 292 | 350 | | |
| | Crane Scholarships | 1500 | 0 | 1500 | | |
| | | | | | | |
| | Stewardship & Evangelism | | | | | |
| | Stewardship Expenses | 150 | 851 | 550 | | |
| | Advertising | 2000 | 1188 | 1500 | | |
| | Fellowship | 450 | 1386 | 450 | | |
| | Hospitality | 300 | 0 | 250 | | |
| | | | | | | |
| | Mission | | | | | |
| | People's Pantry | 1000 | 1000 | 1000 | | |
| | Lee Food Pantry | 1000 | 1000 | 1000 | | |
| | Breaking Bread | 1750 | 1364 | 1500 | | |
| | Gideon's Garden | 1500 | 1000 | 1500 | | |
| | Ghana Orphanage | ???? | | | | |
| | Mission Initiative (Wisdom Team) | 500 | | 0 | | |
| | Diocese Local Share | 21772 | 21776 | 22381 | | |
| | | | | | | |
| | Outreach | | | | | |
| | Disbursements (Mardi Gras earnings) | 10191 | 810 | 3400 | | |
| | Rector Expenses | | | | | |
| | Expense reimbursement | 1500 | 1340 | 1350 | | |
| | Discretionary Fund | 800 | 800 | 800 | | |
| | Continuing Ed. | 500 | 245 | 500 | | |
| | | | | | | |
| | Staff | | | | | |
| | Salaries and Benefits | 105418 | 109343 | | | |
| | - Clergy Salary and Benefits | | | 71250 | | |
| | - Secretary Salary and Benefits | | | 9996 | | |
| | - Choir Director Salary and Benefits | | | 10000 | | |

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|------------|-----------------------------------|--------|--------|--------|--|--|
| | - Keyboardist Salary and Benefits | | | 5000 | | |
| | Staff Bonuses | 0 | | | | |
| | Clergy Bonus | 0 | | | | |
| | Clergy Supply | | 2622 | 5244 | | |
| | Organist Supply | 13000 | 8850 | | | |
| | Nursery | | | | | |
| | | | | | | |
| | Other Expenses | | | | | |
| | Accounting Fees | 2035 | 2420 | | | |
| | | | | | | |
| | Miscellaneous | | | | | |
| | | | | | | |
| | | | | | | |
| | Total Expense | 196184 | 194437 | 189329 | | |
| | | | | | | |
| Net | | 12370 | 13507 | 6961 | | |