

Saint Andrew's Episcopal Church
Vestry Minutes
Special Meeting – January 3, 2004

A special meeting of the Vestry of Saint Andrew's Episcopal Church, Denver, was held on January 3, 2004, at 10:00 am in the church library. Senior Warden Betty Luce called the special meeting for the purpose of considering the employment contract and 2004 compensation for St. Andrew's Rector, the Reverend Constance K. Delzell. The Senior Warden presided. Other vestry members present were Michael Alleman, Michael Giddings, and Joe Schwairy. A quorum was not present. Also attending the meeting were Treasurer Mark Miliotto and Acting Clerk Judith James.

Senior Warden Betty Luce presented a draft of a Letter of Agreement, prepared by Mother Connie, describing the terms of her employment and duties as Rector of St. Andrew's. Treasurer Mark Miliotto gave a brief history of discussions between Mother Connie and the Vestry regarding her compensation for 2004. Mother Connie requested that her compensation be consistent with the Diocesan guidelines for clergy salaries.

Mark presented a copy of the current Schedule for Clergy Compensation for the Diocese of Colorado. He stated that he met with Rev. John Johansson, the Canon Missioner, to address the question of whether St. Andrew's should be treated as a Category 4 or a Category 3 church for the purpose of determining appropriate clergy compensation. Our average Sunday attendance, between 100 and 200 people, would place us in Category 4, but our Plate and Pledge income, between \$200,000 and \$300,000, would place us in Category 3. Mark reported that Father Johansson told him that the Plate and Pledge category should take precedence, but that it would be appropriate to discount the compensation figure somewhat, based upon the attendance figure. The minimum compensation for the Rector of a Category 3 church, with 10 years of experience, is \$73,903, under the Diocesan schedule. Mother Connie's compensation for 2003 was \$52,225.

Discussion was held regarding anticipated 2004 income, based upon pledges made, plate offering history, potential growth in membership, and possible special fundraising activities. The consensus was that 2004 income, as projected at this time, is not sufficient to support a balanced budget, if the requested salary increase is included. It was the understanding of those present was that, in order to increase the Rector's compensation to the extent requested, the Vestry and parish would be exercising faith that the church would receive the additional income needed to fund the budget.

A motion was made by Michael Alleman and seconded by Joe Schwairy to increase Mother Connie's compensation for 2004 by \$20,000 over her 2003 compensation, for a total compensation of \$72,225, effective January 1, 2004, and that the Letter of Agreement prepared by Mother Connie be accepted, with the change made to the compensation amount. Michael Alleman, Michael Giddings, and Joe Schwairy voted in favor of the motion.

Betty presented a Letter of Agreement, prepared by the Reverend Sally K. Brown, Deacon, describing her duties as a Diocesan Deacon assigned to St. Andrew's and the amounts to be paid by St. Andrew's for her health insurance, contribution to the Pension Fund, and partial housing allowance. The letter was sent to the Wardens and Vestry Members by Mother Sally on December 15 and 16, 2003. A motion was made and seconded to accept the Letter Agreement prepared by Mother Sally as presented. Michael Alleman, Michael Giddings, and Joe Schwairy voted in favor of the motion.

The two motions voted upon at this meeting were not adopted as resolutions of the Vestry because a quorum was not present. Betty Luce did not vote because it was her understanding that the Senior Warden is not entitled to vote on Vestry business.

Respectfully submitted,

/s/

Judith M. James, Acting Clerk