

MINUTES OF THE MEETING OF THE VESTRY OF ST. ANDREW'S
EPISCOPAL CHURCH, DENVER, CO, HELD NOVEMBER 3, 2009

Present: Lynn Hardcastle, Tim Croasdaile, Shelley Brown, Jim Anthony, Richard DeTar, Judie James, George Magnuson, Beckett Stokes, David Dunn – People not members of St. Andrew's Vestry present: Andy Robinson, Kathy Fleming, Cheryl Cohen-Vader

The meeting was called to order at 6:43 p.m. George Magnuson did the opening prayer. He noted we were having a wonderful catechumenate, led by Gene **Jean** Rafsnider, John Taylor, and three people who had not done this before (Steve Ruby **Grupe**, John Tollefson **Pete Thulson**, a third person whose name I did not get)

Kathy reported the audit was done by Cheryl of Holy Redeemer, and we audited them. Their report on us is appended to these minutes. Thomas Schwartz also participated in the audit of St. Andrew's. There were no major problems found. Caledonian Parking was not audited as part of this. Cheryl went into their recommendations

Kathy then explained how their recommendations were being addressed, that minutes of the previous Vestry meeting had not always been approved because they had not always been submitted in a timely manner. Beckett is looking through various materials for the bank statements. It was at first stated that we are moving forward in terms of the fixed assets inventory, but then it appeared that we are not as yet doing so. Sarah used petty cash for administrative expenses before leaving. The canons are being followed in this regard. Before Holy Redeemer did this for us, it was done as a self-audit. We need to submit this audit to the diocese.

6:55 – Susan Backus arrived.

Kathy stated that we should avoid petty cash.

Shelley moved the audit by Holy Redeemer be accepted, Beckett seconded, it was accepted unanimously

There was discussion of the play "A Raisin in the Sun."

6:57: Cheryl Cohen-Vader left.

Junior Warden's report: Thanks to all for a good workday. The swamp coolers and the boiler are okay. One of the two dishwashers needs fixing. Estimated expenses should be more realistic next year. A continuing maintenance contract is needed on the swamp coolers and the boiler. Our water heater is large and ancient, it may go. The linoleum in the undercroft needs repair. There are presently concerns about security involving keys and alarms. We do not now have the ability to prevent the elevator from going to the upper two levels, and it would cost \$1000 to retrofit this capability.

Shelley took the minutes for the October meeting. Beckett moved their acceptance, Lynn seconded, they were unanimously accepted.

7:00 Rich Rinehart arrived. The Ministry Collaboration Team will meet this Saturday. There will be a newcomer reception at the Croasdaile's this

coming Sunday. Ten people have so far RSVP'd, it sounds like there will be around 20 attendees total.

George: It is very good working with Elizabeth. There are 17 catechumens, with one exception all are either long-time members or entirely new. It is an exciting and diverse group, much new and good things are happening.

Tim: The auction raised almost \$13,000. We are thus now not behind in terms of our budget. We are in fact ahead. He thanked Shelley, Rick Yes (Rich?), Richard, Eric, and one additional person.

Andy, for Sacred Vision/Sacred Space reports there is \$550,000 as of the end of September, two big pledges came in October 2nd totaling \$40,000 and bringing the amount close to \$600,000. A new parishioner made a \$5000 pledge. Three types of letters will be going out soon, to those whose pledge is completed, to those whose pledge is not, and to new people. The groundwork is being laid for part two. We are on track. Shelley asked what to add to the campaign. The second campaign will be co-chaired by Andy and M.B. Krueger. They have met with Roger and will be at the January or the February 2010 Vestry meeting. Some of this money will go to outreach.

Amy, who worked with us on a past capital campaign, is not with the company, RSI, anymore. She might work on her own at this sort of thing. There is discussion of how much a consultant might be paid.

Jim: Things are looking much better financially in the past month

Stewardship: Append the attendance. It was 120-130 before we went to Holy Redeemer, it is now 170. New people tend not to pledge. We need "the formation of a stewardship culture" regarding time, talent, and treasure. Meetings have been good. There will be 4 Sundays with speakers for stewardship at both services, said people were named. **Beckett Stokes, Steve Grupe, Andy Robinson** The only one I remember was Eleanor Seelaus. There will be an all-Parish potluck to wind up the campaign.

An outreach fair would be good, but too much is scheduled already. In this regard, Rich asked what about having a single organization on each of several Sundays?

Andy: They'll meet with the Canon Steward to help blend the two campaigns together.

7:30: Andy leaves.

The Recommendations in the audit will be action items for 2010. He (Jim?) now already checks the deposit against the count.

Rich: We should stop borrowing from designated funds.

Tim: The Caledonian Parking audit will be included with the Parish one.

Financial Report: Pledges in September were a little low but improved in October. Jim pointed out which line items were higher and which were lower.

Judie: There is a \$300 bill coming in for the advent wreath and a few hundred for work done by a handyman. The money for the Church Insurance Company has not been received yet.

Jim: More Parish House repairs are going into the Buildings and Grounds budget.

Judie: \$1000 was held back from MacBestos on the advent wreath, the insurance company might say it was MacBestos's error and not pay for it.

Shelley moved acceptance of the report, Beckett seconded, it was accepted unanimously.

Through September, we are \$9,133 short.

Beckett moved acceptance, David seconded, it was unanimously approved.

Jim: Income has improved since we have been back in our own building.

Tim: \$200 a month is received from Caledonian Parking. Bennett will manage the lots day to day. He's full time in the present version of the 2010 budget. Plate is up 28%. Fundraising is up 7%. Caledonian is pretty much of a break-even proposition. "Staff" are defined as Administrator, Sexton, Nursery Person, Choir Director, and Organist, pretty much anybody who is not Clergy. Ministries expenses are what people asked for, estimated they needed. Evangelism is a new item. Rich noted that most of it is newcomer receptions.

There was discussion of permanent nametags.

Jim: Accounting payroll: There is no bookkeeper. The diocesan expense is the convention. "Diocesan" and "region" are back up, but not all the way to 10%. Tim notes we have never skipped a monthly payment to the diocese.

Tim: The budget decision will be made in January.

Jim: We should not keep using a deficit budget as we have the last two years.

Tim: Being at Holy Redeemer lessened the usual operating expenses. Where can we increase income or cut costs? The budget is not extravagant.

Jim: Some people give without pledging. There is discussion of this.

Judie: She is pleased with the Buildings and Grounds increase.

Tim: He explained some details about Caledonian Parking, the lots make money.

Jim: He explained what Vestry members will soon receive in the way of more detailed accountings.

We adjourned.