

MINUTES OF THE REGULAR MEETING OF THE VESTRY OF SAINT MICHAEL AND ALL ANGELS EPISCOPAL CHURCH

May 16, 2012

The regular meeting of the Vestry of Saint Michael and All Angels Episcopal Church was held May 16, 2012.

Vestry members in attendance were: Christine Ashmore, Tony Briggie, Cliff Miercort, Grady Schleir, Van Sheets, Nancy Skochdopole, Ron Staffieri, Stewart Thomas, Donnell Wiggins, Paige Wilbur, Scott Wilson, Sheryl Wylie, Chancellor Robert Wilson and Clerk, Margaret Spellings. Auxiliary members included Matt Waller and Giffen Weinmann. Guests included Jenny Andrews, Rob Baber, Lowell Duncan, Kimberley Hughes and Bracken Reece.

The Rector called the meeting to order at 4:35pm.

Minutes of the Prior Meeting

Upon motion duly made and seconded, the minutes of the April 18, 2012 meeting were unanimously approved.

Accounting, Administration, Operations and Stewardship Ministry Report

Four members of the church staff who work in various church operations presented a summary of their current work to the Vestry. First, Mr. Rob Baber, Director of Accounting, described the work of the Accounting Department. Four people work with Mr. Baber in accounting. The Accounting Department works closely with the Finance Committee to produce monthly financial reports. The Accounting Department is also responsible for the budget, the audit, annual reports, and working with the church on special projects, which currently include the Columbarium and the Farmers Market.

Ms. Kimberly Hughes reported on her work as Parish Administrator. Ms. Hughes has four direct reports: the IT coordinator, the receptionists and the registrar. Her work includes keeping the church calendar, which, she noted, had over 400 events in May.

Ms. Jenny Andrews is the church Stewardship Coordinator. Ms. Andrews works with the Stewardship Chairs on the annual stewardship campaign. She is also responsible for maintaining the stewardship database, and sending out letters and reminders regarding pledges and capital campaigns. She has saved a lot of money by producing the letters and other printed materials in-house.

Bracken Reece, Property Manager, presented the Vestry with information on the Operations Department. Mr. Reece reported that the permit for the Farmers Market had been approved by the city and should be sent out this week. Nancy Powers has been hired to run the Farmers

Market under the guidance of Guy Griffeth. Nancy will also work on developing a website for the market, and other marketing and advertising efforts. In response to a question, Mr. Reece reported that in the next 3-5 years, the church will need to work on some fairly major mechanical projects involving the church building.

The Rector thanked them all their hard work on behalf of the church, which greatly benefits from their talent and dedication.

Finance Report

Mr. Matt Waller reviewed the Income Statement through April 30, 2012 (**Exhibit A**). Year-to-date, current year pledges are \$222,308 ahead of the amount budgeted. However, we are about \$55,000 behind budget on receipt of prior year pledges. Overall, year-to-date total operating revenue is approximately \$147,000 over the amount budgeted. However this is greatly influenced by timing and it is impossible to predict whether this trend will continue through the year.

Reviewing expenses, Mr. Waller noted that total operating expenses were approximately \$74,000 under budget year-to-date. Operating expenses were under budget in almost every category. However, Mr. Waller noted that some of the savings may not be permanent, and that there was not much room for error in the budget. The Finance Committee will have a better idea of whether the church will be able to stay ahead of budget by September or October. Also, a good deal of revenue is usually received in November and December, which means that it is hard to be certain how the year will end.

The audit will be finished this week. Mr. Waller also reported that the Bank of Texas has indicated that it will be willing to lend funds for the Columbarium on acceptable terms.

Finally, the Finance Committee submitted a Fund Solicitation Form for the 7th Annual Food 4 Kids Fundraiser. This fundraiser provides weekend food packs for children in need. The fundraiser will run from September 1-30, 2012. No outlay of funds by the church is required for this fundraiser. A motion to approve the Food 4 Kids Fundraiser was made, seconded, and passed unanimously.

Stewardship Report

Cliff Meircort gave a report in place of John and Kelly Wilson. John attended the Diocesan Stewardship Conference. He reported that our practices are very close to those recommended at the Conference. The Conference emphasized year-round stewardship.

The Stewardship chairs are working on putting their committee together. The theme for the 2012 Stewardship campaign is "Here I Am Lord", and I Thessalonians 5:18. The committee will provide a further update next month.

Foundation Report

Mr. Giffen Wienmann reported that the Foundation had approved two recent grants. The first grant provided funds for the Farmers Market, and the second for the Columbarium.

Building & Grounds Report

No report.

Junior Warden's Report

Mr. Tony Briggie circulated a draft of a Vendor Application for the Farmers Market. Since Guy Griffeth would like to start the Farmers Market in June, Tony suggested that the Vestry approve the draft application now, subject to comments and changes from the Vestry. A final Application will be circulated to the Vestry, and will be approved by email. A motion was made and seconded to approve the draft of the Vendor's Application, subject to approval of a final version by the Vestry. The motion passed unanimously.

The Farmer's Market has a domain name: www.saintmichaelsmarket.com. The church will start advertising and marketing as soon as possible.

Senior Warden's Report

No report.

Rector's Report

Columbarium: The meetings with parishioners to discuss the new plans for the Columbarium are going well. Two more meetings are planned.

Update on Texas court case: The Vestry received a copy of several news articles and other information about a case before the Texas Supreme Court regarding the churches that have broken away from the Diocese of Fort Worth. Seven bishops and three priests have filed *amici curiae* briefs in support of the breakaway churches, who are appealing an adverse ruling from the trial court. It was noted that our bishop and our bishop suffragan signed the *amici* brief. Robert Wilson described the status of the case and a discussion of an appropriate response, if any, to the filing of the *amici* brief followed.

Sabbatical Plan: Fr. Dannals' letter of agreement regarding his call as Rector provided for a sabbatical leave of three months after five years of service, or October 2012. The Rector distributed a Sabbatical Plan, which proposed that he take a four week sabbatical in spring 2013, and an 8 week sabbatical in the summer 2013. His current plans included spending one week in a monastery in Iona, Scotland, three weeks leading a parish pilgrimage to Greece and Turkey, and the remainder writing a book based on Sunday morning classes next year titled "Life's Most Important Questions." The Rector emphasized that he would make sure that his duties were

covered by other clergy while he was away. Members of the Vestry expressed their support for his sabbatical leave.

Clergy Transitions: Patty Willett's last week is going well. The Rector hopes to be able to announce a new Associate for Pastoral Care soon.

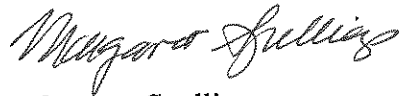
Brenda Sol, our newest Lilly Fellow, starts on June 1. Jemonde Taylor is going through interviews at this time.

Other Business

Members of the Vestry were reminded about the Vestry retreat on June 16th.

There being no more business, the Rector adjourned the meeting at 6:15pm.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Margaret Spellings".

Margaret Spellings
Clerk

Saint Michael and All Angels Episcopal Church
Income Statement
April 30, 2012

Description	Budget Annual	Budget YTD	Actual YTD	YTD Actual Less Budget
Operating Revenues	4,311,000	1,767,049	1,989,357	<s22^308^
Current Year Pledges				C(55~9^98)
Prior Year Pledges	225,000	175,828	119,830	(21,513)
<u>Unpledged Contributions</u>	285,000	116,819	95,306	(2,921)
Plate	100,000	41,424	38,503	2,743
Other Income	58,000	19,333	22,076	3,399
Credit Card Fees	(45,000)	(18,446)	(15,047)	(331)
Stock Fees & Adj.	0	0	(331)	
Total Operating Revenue	4,934,000	2,102,007	2,249,693	C 147,686
	(557,837)	(185,946)	(185,946)	0
Outreach				
Diocese Assessment				
ECUSA	(98,442)	(32,814)	(32,814)	0
Seminary Contributions	(7,000)	0	0	0
Outreach Grants	(145,000)	0	0	0
Total Outreach	(808,279)	(218,760)	(218,760)	0
Total Revenue Available	4,125,721	1,883,248	2,030,934	147,686

Description	Budget Annual	Budget YTD	Actual YTD	YTD Actual Less Budget
Operating Expenses				
Administration	(1,132,068)	(410,719)	(396,690)	14,029
Adult Education	(290,299)	(107,536)	(107,748)	(212)
Bookshop	4,051	(73)	426	500
Children & Family Ministry	(223,612)	(79,841)	(70,978)	8,863
Communications	(118,910)	(43,540)	(35,690)	7,850
Congregational Care	(9,025)	(2,725)	(3,529)	(804)
Early Childhood Ministry	(385,609)	(80,704)	(72,475)	8,229
Lay Ministry Engagement	(7,460)	(4,827)	(1,133)	3,694
Liturgy & Worship	(32,100)	(11,300)	(8,502)	2,798
Ministry	(750,545)	(269,678)	(265,415)	4,263
Music	(257,902)	(85,110)	(86,507)	(1,397)
Operations	(664,918)	(199,779)	(193,056)	6,724
Outreach	(26,000)	(10,333)	(6,264)	4,070
Parish Life	(27,200)	(6,075)	(5,076)	999
Pastoral Care	(21,875)	(8,110)	(2,487)	5,623
Stewardship	(34,447)	(4,687)	(1,514)	3,173
Welcome Ministries	(10,000)	(3,658)	(1,590)	2,069
Young Adults 20..30	(7,500)	(2,600)	(2,738)	(138)
				74,389
Youth Ministry	(4,201,967)	(1,403,902)	(1,329,513)	4,057
	(206,548)	(72,605)	(68,548)	
Total Operating Expense Revenue	(76,246)	479,346	701,421	222,075
Over/(Under) Expense				