

Calvary Episcopal Church  
Vestry Meeting  
26 February 2012

Present: Father Ron Pogue, Martha-Lindsey Cooke, Sudie Davis, Jerry Ford, Dicky Martin, David Mussetter, Trish Pitt, Lisa Pullem, David Stewart

Guests: Debbie Braun, Kay Collier-McLaughlin, Don Maxwell, Tina Mussetter

Absent: Patsy Cochran, Richard Ford, Suzanne Gilmore, Richard Reames

- Dicky called the meeting to order at 10:47 a.m. Father Pogue opened the meeting with prayer.
- Minutes from the Vestry meeting in January were presented for approval. Motion to accept made by David Stewart, seconded by Jerry Ford. Motion accepted.
- Interim Rector's Report: Father Pogue facilitated a discussion about the interim period and provided the Vestry with handout containing relevant information about what to expect during this period. He developed this document based on his multiple experiences as an Interim Rector and explained how this information can be very helpful for Vestries to know.
- Update on Rector Search Process from Bishop's Deputy for Transition: Kay Collier-McLaughlin brought the Vestry up-to-date with where Calvary is in the process of calling a new rector. The position at Calvary is not yet "open." Before it opens, our website must be fully updated & operational and Calvary's goals & challenges must be reworked to incorporate the Bishop's feedback. Once the position is open, the Nominating Committee will ensure that Nomination Forms are available in the church so that anyone may nominate a candidate, as long as specified guidelines are followed. The Nominating Committee will also compile a Living Portfolio and produce a tri-fold brochure, both which will be provided to potential candidates at certain points in the process.
- Treasurer's Report was presented by Don Maxwell. There was clarification of the interim rector's salary and a brief discussion as to why there is not a line item in our 2012 budget for our new rector's salary. It was concluded that the new rector's salary will be entered into the budget upon his or her arrival. Don agreed to Father Pogue's request to add a column to our monthly report for annual budgeted amounts.

Old Business:

- Sunday, April 29th, was agreed upon as the date for our Annual Meeting, to be held after the morning service.
- It was agreed that an Open Forum would be held on Sunday, March 25th, to discuss the possibility of altering the Sunday worship schedule. This meeting will be open to everyone with an opinion on the subject. Father Pogue will then conduct a survey and tabulate the results.

- Lyndi Lowman & Fr. Pogue are working on Calvary's website and will be ready to go live soon.
- Don Maxwell discussed results of the Investment Account Meeting. Since November 2011, three CDs have been disposed of and these funds have been invested in Marathon, AT&T, and Pepsico stocks. This may necessitate a fourth account at Hilliard Lyons in order to keep these funds appropriately separated, but he will confirm with Diocese rules first.
- The Lenten program will be held on Wednesday evenings through Lent and will include service at 6, potluck meal at 6:30, and program at 7. Father Pogue requested that those bringing meal items be reminded that something light, such as soup or salad, is appropriate during the Lenten period.

#### New Business:

- Bishop will be visiting Calvary on Good Friday, April 6, and will be conducting both the noon and evening services.
- Calvary is hosting Holy Week this year, so there will be a noon service at Calvary daily. As previously mentioned, the noon service on Good Friday will be conducted by the Bishop.
- There wasn't a final report on EYC Ski Trip yet as those who went were not back yet. Initial reports are that everyone was skiing and having a good time.
- If there is an interest in resurrecting Calvary's chapter of Daughters of the King, Fr. Pogue is willing to assist in taking care of whatever details are necessary to ensure it continues. If that is the case, then 2 or 3 interested parties will be required to attend the annual convention on March 10th.
- For Fr. Pogue's tax purposes, "IRS Housing Resolution for 2012" must be passed by the Vestry. Motion was made by Jerry Ford and seconded by Trish Pitt. Motion accepted
- Per Fr. Pogue, there is an urgent need to increase the internet band with in Calvary's office. Present internet speed is 6, but our current need is 12. Melissa needs to have access to on-line computer training resources and the Nominating Committee must have the ability to Skype with rector candidates when the time comes. None of this is possible at the current speed. A motion was made by Jerry Ford to notify Windstream to increase our internet capacity, at the added cost of \$35 per month, and seconded by Martha-Lindsey Cooke. Motion accepted.
- Fr. Pogue also discussed the outdated condition of Melissa's computer hardware and software. The computer itself is antiquated and the version of Microsoft currently installed on it is ten years old. To increase her efficiency, Melissa must be provided with more a up-to-date version and training on how to use it. The age and inefficiency of the copier was also mentioned. Discussion ensued, but no motion was made. Rather, it was agreed to shop around for prices on these items and discuss it further at the next meeting.
- Fr. Pogue suggested that Calvary buy a useful software program called The Rite Stuff for \$500. Per Don Maxwell, the funds can come from the Putnam fund. Motion was made to purchase it by Trish Pitt and seconded by Sudie Davis. Motion accepted.

- Fr. Pogue proposed initiating a weekly electronic church newsletter and discussed the necessity & benefits of connecting with Calvary members in this way. To do this, he would subscribe to a service called "Constant Contact" for a cost of about \$30 per month. Discussion ensued regarding the merits of approving yet another singular amount of money towards the general improvement and upgrade of the technological capabilities of the parish office. Therefore, consensus was reached to add \$65 to the previously approved \$35 (for increasing internet capacity) and designate a total of \$100 per month for Fr. Pogue to use at his discretion in order to manage appropriate upgrades of Calvary's office hardware & software. Motion was made by Trish Pitt, seconded by Jerry Ford, and accepted.

Date for next Vestry meeting was set for Monday, March 26, at 6 pm.  
Meeting was adjourned by Dicky Martin at 12:20 pm.

Respectfully submitted by Lisa Pullem