

St. Stephen's Vestry Minutes

December 13, 2016

Attendees: Mo. Susan Anslow Williams, Don Ingersoll, Silvia Karlsson, Kathy DeCiantis, Katy Allen, Alice Moss, Norma Ross, Richard Kenefic, Roy Waters, Pat Roberts, Paul Hardy, Paula Somerville, Jim Trask joined following Rector's report

Opening: Senior Warden Don Ingersoll called the meeting to order at 7:05.

Prayer: Katy led us in a prayer.

Rector's Report: Vestry and Mo. Susan discussed how best to move forward in the performance review process.

Strategic / Generative Topics: Budget Matters: Jim Trask submitted a draft budget. Vestry members clarified particulars and emphasized important factors and line items as follows:

- Ken Fuhr asked to reduce his hours to half time. Will have to determine duties and set number of hours for remaining responsibilities. This will affect allocation of parish resources.
- Have advertised for choir director/organist, no bites yet (busy season) but advertised salary will increase to draw more qualified candidates who can devote more planning and performances (benefit/insurance lines may also rise)
- Outreach considering asking congregation directly for donations monthly rather than funding grants from pledged income
- Maintenance estimate may need to go up. Suggestion to tie rental fees to set up and cleanup responsibilities?)
- Rector's Discretionary fund has a surplus from past years and direct donations, Vestry agrees to resume funding monthly
- Capitol Reserve: will fund \$1000 monthly

We have resolved to move forward in this process with this projected budget.

Vestry candidate suggestions for 1/29 APM: Rob Redmer interested in taking over for Margi's position. Vestry (in brackets) will approach the following about running for the open positions: Karol Sprague (Silvia)? Mary Bishop (Pat)? Justin Wojas (Richard)? Bob/Mike Brokenshire (Don)? Karen Morley (Silvia)? Alan Giles (Don)? Jackie Ingersoll (Don), Mark Pierce (Paul)

Consent calendar: Kathy moves approval of housing resolution below and minutes of 11/14, 11/20 and 11/29 meetings. Seconded by Richard and approved with no dissent.

“LET IT BE RESOLVED THAT the HOUSING ALLOWANCE provided to the Rev. Susan Williams, Rector, in the year 2017 and in subsequent years, be \$42,000, in accordance with IRS rules. This amount may be amended with Vestry approval prior to any increase in the amount. Any part of this amount not used for housing purposes as defined in IRS rules is regarded as salary and is subject to income tax and possible penalty.”

Closing prayer: Led by Don

Adjourned: 9:51p.m.