

St. Alban's Episcopal Church
MINUTES
Annual Meeting – December 4, 2011

The annual meeting was opened at 10:18 a.m. by Father John with devotional prayers. Forty-eight members of the congregation were present.

The departing Vestry members – Karen Ford, Barbara Hatt and Sarah Sweeney – were introduced, as well as convention delegates and other St. Alban's members who have served in various capacities during 2011. Father John expressed his and the parish's thanks to those who have dedicated their time and efforts to St. Alban's.

Karen Ford gave her report as the Rector's Warden, as well as discussed the qualifications for being a "member in good standing." Karen indicated we need to elect three full-term (three years) members to the Vestry. As there were no nominations, the Vestry will discuss appointing the three members at its regular meeting on December 6, 2011.

Two convention delegates (one male and one female) also needed to be elected to fill two-year terms. Phil McClelland and Mona Carter were nominated. Karen Ford resigned her second year as an alternate delegate, and Robin McClelland volunteered to serve the one year. The three nominees were elected by acclamation. One male alternate delegate needs to be appointed by Vestry.

Annual Reports were given verbally – Diocesan Convention (Emily Bee, Delegate), Youth & Young Adults (Ben Johnson), and Boy Scout Troop 300 (John Bee I). There was no report from Newcomers. Written reports are attached to these Minutes for Junior Warden, Parish Care, Sunday School, Hands-On, St. Monica's Altar Guild, Endowment Fund, Episcopal Church Women and Adult Christian Education.

Karen Ford reviewed the Stewardship Committee's efforts and its emphasis on giving back to God all the time and not just during the annual pledge drive. The committee has adopted Lance Ousley's template for year-round giving which was presented to the Vestry by Maryellen Young.

St. Alban's financial status was reviewed by Treasurer Susie Nichols, who presented the proposed 2012 budget. Pledges totaling \$131,000 have been received from 64 parishioners. This leaves a current shortage of \$23,000 on the 2012 budget. Susie is retiring as the treasurer at the end of this year. In the future, the Parish Administrator, Lisa Coale, will perform the bookkeeping. A treasurer is needed to provide oversight of parish finances: to prepare the budget, approve expenditures and prepare regular reports for the Vestry. Vestry and the congregation gave Susie heartfelt thanks for her dedication and hard work as treasurer.

Father John adjourned the meeting at 11:28 a.m. with a prayer.

Judy Kistner
Clerk of the Vestry

Note: *The Constitution and Canons of the Diocese of Olympia (2010)* indicate that the Vestry shall elect “a Clerk, who shall keep the minutes of the Vestry meetings and record them in a book provided for the purpose, and a Treasurer, who shall receive and disburse the revenues of the Parish as the Vestry shall direct. The Treasurer shall keep an accurate account of all receipts and disbursements, rendering an account annually to the Vestry and at such other times as the Vestry may direct. The books of both the Clerk and the Treasurer shall always be open to inspection by the Rector, members of the Vestry and by the Bishop. Neither the Clerk nor the Treasurer need be a member of the Vestry.” *The Constitution and Canons of the Episcopal Church (2009)* Title I, Canon 7 (3), states – “Treasurers and custodians, other than banking institutions, shall be adequately bonded; except treasurers of funds that do not exceed \$500 at any one time during the fiscal year.”