

**Vestry Minutes**  
**Approved October 20, 2011**  
**ST. BONIFACE EPISCOPAL CHURCH**

Date: September 15, 2011

**Vestry Members Present:** Jim Palermo (Senior Warden), Reg Irvine (Junior Warden), Gary Buchmeier (Treasurer), Kathie Hayes (Asst. Treasurer), Carl Hye-Knudsen, Carol Marcus-Epperly, Henry Rhodes, Mary Tucker, Becky Westbrook, Bruce Wilson and Bill Wood.

**Vestry Members Absent:** Susan Rife, Richard Swastek, Michael Walker and Sandy Wilbur.

**Other Attendees:** Andi Taylor (Associate Rector), Betsie Danner (Director of Stewardship) and Melba Hye-Knudsen (Clerk).

**Call to Order:** Jim Palermo called the meeting to order at 5:00 pm with a prayer.

**Minutes:** A **motion** was made, seconded and adopted that the minutes of the vestry meeting held on August 18, 2011 be accepted as distributed.

**Old Business:** Jim Palermo reported that John Leeming had been inadvertently left off the Search Committee motion made at the August 18<sup>th</sup> meeting. A **motion** was made, seconded and adopted to accept John Leeming as a member of the Search Committee. Jim reported that a contract had been signed with Unique Air to replace an air conditioner for a cost of \$21,600 and that it will be installed the first week in October. Jim indicated that a contract had been signed with DwellGreen to perform an energy audit of the campus.

**Preschool:** Jim asked Dr. Dick Aubry to update the vestry on the budget and operation of the preschool. Dr. Aubry indicated that the Fall enrollment is 28, four short of the 32 required to balance the budget. Dr. Aubry assured the vestry that he continues to work hard to recruit students and to improve the program offerings, and reminded the vestry that facility upgrades are sorely needed.

**Thrift Shop:** On behalf of the Thrift Shop, Betsie Danner explained a request to hold a raffle for prizes at their upcoming Fashion Show. A **motion** was made, seconded and adopted to approve a raffle to be conducted on November 15, 2011 at the Thrift Shop Fashion Show subject to approval of the Chancellor.

**Kiosk:** Jim asked that Betsie Danner explain the proposed purchase of a Kiosk from the 2010 Burruss Foundation Grant for the Parish Hall. After significant discussion, this item was tabled and referred to the staff and the Senior Warden for resolution.

**Interim Rector:** Jim reminded the vestry that our Interim Rector, the Rev. Charles Dean Taylor, begins his service on October 1, 2011. Jim distributed a portion of the Letter of Agreement between the vestry and Rev. Taylor and then reviewed the responsibilities of the vestry and Rev. Taylor. Jim reminded the vestry that Parish Staff will be under the supervision of Rev. Taylor and that Rev. Taylor will chair the vestry meetings. Jim reported that the Men of Boniface will sponsor the Coffee Hour on October 2 to welcome Rev. Taylor to the parish.

**Transition:** The vestry reviewed a draft demographic survey which will be coordinated with Canon Durning and sent to parishioners in early October.

**Other Business:** Jim reminded the vestry that two vacancies exist for the Vestry Class of 2014 and appointed a Nominating Committee existing of Carl Hye-Knudsen, Reg Irvine, Susan Rife and Richard Swastek. The committee was asked to recommend names to the vestry at the October meeting. Jim indicated that since Anita Countryman has reduced her hours, he has suggested to Andi that she hire a part-time person to help with the Middle-School Youth Group.

There being no further business, Jim asked Andi to adjourn the meeting with a prayer.

Respectfully Submitted,

Melba Hye-Knudsen, Clerk of the Vestry

**Vestry Meeting Schedule (all business meetings)**

October 20

November 17

December 15