

**ALL SAINTS' EPISCOPAL CHURCH  
608 JEFFERSON STREET  
TUPELO, MISSISSIPPI 38804**

**MINUTES OF  
AUGUST 10, 2015  
EXECUTIVE COMMITTEE MEETING**

**PRESENT:**

	Mike Fitzpatrick, Treasurer
Albert White, Sr. Warden	Kay Trapp, Ass't. Treasurer
Chris Winders, Jr. Warden	Tony Alford
Tommie Moore, Clerk	

**ABSENT:** The Rev. Paul Stephens, on sabbatical, Kamme Riddle

Albert White opened the Executive Committee meeting with a prayer at 6:35 p.m.

**CHECK-IN**

**ADDITIONS TO THE AGENDA:** HVAC maintenance

**TREASURER'S REPORT:**

Treasurer, Mike Fitzpatrick gave an overview of the written financial report that bookkeeper, Michele McBride submitted regarding our financial status as of July 30, 2015. Michele wrote:

**Balance Sheet Analysis:**

- *General Operating (1000) is still positive.*
- *Flow In/Out is empty*

**Reconciliation of Cash:**

- *All the regular accounts are balanced.*

**CC Cash Flow:**

- *The report is balanced.*

**Rev & Exp:**

- *5054 – Postage – up for the month and YTD*
- *5063 – Advertising – up for month and YTD – Constant Contact monthly fee increased due to # of contacts. We have cleaned up the contact list and the rate should drop back to the previous rate. Also, due to a mistake at the Daily Journal, we are expecting a \$50 credit.*
- *5040 – Organ Maintenance – this is budgeted for April & December, it is the regular seasonal tuning*
- *5041 – Misc Repair & Maintenance – mostly plumbing issues – Loar (\$144.79) and Preferred Plumbing (\$890.18)*
- *5065 – Insurance – Prop & Casualty – We paid half of the premium with our 1<sup>st</sup> payment. We budgeted \$3972.00 quarterly for this line item, which is \$195.25 less than the actual quarterly payment.*

- 5069 – Utilities – electric – up for the month. I expect the next 2 months to be above budget as well.
- 5074 – Dumpster Service – in the February report I explained that this line item would be over budget every month because we had mistakenly failed to increase the budget even though we knew there was a rate increase. There was another rate increase in July. Our new monthly fee is \$280.53.
- 5082 – Altar Guild – up for month, but not YTD – communion bread, wine & cleaning supplies
- 5083 – Christian Ed – up for month, but not YTD – mostly VBS expenses
- 5105 – Kitchen Supplies – up for month – detergent
- 5112 – Pastoral Care – this is a correction, I originally charged ECW for the pastoral meals. I made the correction after reviewing my Vestry notes.

**Restricted:**

- Nothing to report

**MOTION:** (Winders/Alford)

Approve financial report as submitted and reviewed.

**APPROVED.**

**CHRISTIAN GROWTH COMMISSION:**

Convener, Kamme Riddle submitted a written report. No action was required by the Vestry.

**CHRISTIAN SERVICE COMMISSION:** It was noted that a new convener for this commission needs to be appointed.

**CHRISTIAN STEWARDSHIP COMMISSION:** It was noted that a new Stewardship Committee chair needs to be appointed.

**JR. WARDEN REPORT:**

Chris Winders advised that there have been some HVAC issues over the last month (drip pan clogged causing leak; switch not working on unit; belt loose on unit.) He stated that all of these issues have been resolved. Chris suggested that we have a maintenance contract with Loar Services to service all units, including changing the filters, twice yearly. With regular maintenance, all of the units will operate more efficiently. The Executive Committee agreed with this suggestion.

Chris reported that he is still researching an automatic timer for the vent hood in the kitchen, but stated that using the vent hood only when using the oven/stove has helped to cut expenses.

**MOTION:** (Fitzpatrick/Alford)

Approve Jr. Warden's report as given.

**APPROVED.**

**SR. WARDEN REPORT:**

Albert reported that he met with the leadership of EYC about fall programming. He also stated that he is pleased with the attendance at worship during the summer.

**RECTOR REPORT:** Rector on sabbatical.

**BUSINESS:**

**Discussion of security/fire system funding**

Albert opened the discussion by advising the Executive Committee that he and members of the Finance Committee discussed several options for funding the security and fire systems should the Vestry decide to move forward with installation. Mike Fitzpatrick offered to contact our insurance company to determine if any discount would be given by them should a fire detection/monitoring system and/or a security system be installed in the nave. A discussion followed. Topics discussed: Do we need both systems in the nave or none at all? Should we wait and budget for these systems in 2016? It was the consensus of the Executive Committee to move the discussion to the Vestry meeting on August 17, giving Mike time to have a discussion with our insurance company.

The Executive Committee reviewed the business to come before the Vestry at the August meeting and set the action and visioning agendas. The visioning agenda for August will be Family Groups. The Executive Committee discussed the family group system and its viability, as well as other small groups in the parish. The discussion will continue at the Vestry meeting on August 17.

**CHECK-OUT**

With no further business Albert White adjourned the Executive Committee meeting at 8:00 p.m. by reading a collect.

Submitted by Tommie Moore, Clerk of the Vestry

**ATTACHMENTS TO MINUTES OF THE AUGUST MEETING:**

General Fund and Capital Campaign Financial Reports 07/31/15  
Christian Growth Commission report