

**GOOD SHEPHERD CHURCH**  
Vestry Organizational Meeting  
Sunday, February 4, 2024, following the Annual Meeting

**ATTENDANCE:** Fr. Joe Hudson, Bob Sawyer, Don McKelvy, Ruth Bruno, Libby Chinman, Elaine Hedrick, Carole LaBate, Christine Pizer, Ed Silva, Megarie van Sickel, Lynne Altimier, Judy Jarvis

The meeting was called to order by Fr. Joe at 12:24 p.m. and begun with a prayer. Before beginning Vestry business, there was brief break to fill plates with the wonderful food provided by Ruth Bruno and Fr. Joe.

**ACTION ITEMS/MOTIONS:**

1. Bob Sawyer requested a motion to elect Don McKelvy as Junior Warden for the 2024 year. Carole LaBate put so moved; Ed Silva seconded. The motion was approved unanimously. Fr. Joe commended Don on the amazing work he has done during the past two years.
2. Bob requested a motion to approve Judy Jarvis as Clerk of the Vestry. Ed Silva so moved; Megarie van Sickle seconded. The motion was approved unanimously.
3. Bob requested a motion to approve Lynne Altimier as Treasurer. Libby Chinman so moved; Ruth Bruno seconded. The motion was approved unanimously.
4. Bob requested a motion to recognize David Beall as the Treasurer Emeritus. Bob stated that this is not a formal position but an annual means to recognize David for everything he has contributed to the parish. Don McKelvy so moved; Megarie van Sickle seconded. The motion was approved unanimously.

**DISCUSSION ITEMS:**

1. **DIOCESAN CONVENTION:** Fr. Joe brought up the topic of the Diocesan convention to be held Friday & Saturday, October 11 & 12, 2024, at the Punta Gorda Convention Center. Elaine and Carole both commented on what a positive experience attending last year had been for them. Fr. Joe explained how the convention time was used and also that attendance is not limited to Vestry members or to only persons who have not attended before. Three delegates and one alternate are needed. This topic will be revisited at the Retreat.
2. **VESTRY INFORMATION:** Judy Jarvis presented information to the Vestry, much of which was in printed form in folders. These covered “housekeeping” items for the Retreat and also included a list of contact information and a schedule of the year’s Vestry meetings as well as pertinent information for the new Vestry members.
3. **MUTUAL MINISTRY REVIEW:** Fr. Joe briefly talked about the Mutual Ministry Review. He explained that every rector and every priest who is assigned a church is required to have their parish perform an annual ministry review. Fr. Joe stated that he thinks this review is beneficial and that he plans on completing one this year.

4. **STAFFING:** Fr. Joe explained the time lapse that has occurred in getting approval from the Diocese for the candidate for the Assistant Priest position. He feels that that approval should be coming through soon.
5. **COMMISSIONS:** Fr. Joe discussed Commissions giving the background of how they work and mentioning that we are in the process of transitioning to having the commissions filled as needed from within the Vestry, from outside of it, or from a combination thereof. He stated that the only commission unfilled at this time is the Outreach Commission and that it is a vital part of our ministry. He asked for anyone who might be interested in working in that area to speak with him.
6. **FINANCES & CAPITAL CAMPAIGN:** Lynne Altimier reviewed the Assistant Treasurer's report for January and briefly discussed the purpose of each section. Bob explained in answer to a question that the claim to FEMA had been made through the Diocese for five churches including our own so that the amount that FEMA decides to pay will be divided between those churches and our portion will go directly towards paying off our expected loan from the Diocese. Lynne and Bob briefly discussed the 2024 Budget as well. Bob pointed out particularly that under Restricted Net Assets were listed prepaid pledges which, since they were paid in 2023, are entered as liabilities. This amount will be reduced over 10 months and entered each month as assets in order to spread that income out. Bob also reminded the Vestry that the Statement of Activities is given to the Vestry each month and focuses on activities that actually happened that month. Vestry members were advised to check especially on their area of responsibility to be sure there were no unexpected expenses. There was also discussion of the purchasing process for vestry and commission expenses. Bob continued with a brief update on the Capital Campaign, stating that a Capital Campaign Committee is being formed to consist of two subcommittees: Communication and Finance. More information will come out at the March Vestry meeting.
7. **RESTORATION:** Fr. Joe gave a brief update on restoration. MetalMax is putting up the final pieces of the roof. They are waiting on a permit to replace the roof arbor system; this has an expected date of completion of the end of February. There remain a few interior things to be completed as well.
8. **VESTRY RETREAT INFORMATION:** Fr. Joe briefly reviewed the Retreat agenda.

The meeting adjourned at 12:24 with recitation of the Lord's Prayer.

Respectfully submitted,  
Judith Jarvis  
Clerk of the Vestry