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In attendance: Steve Altman, Fr. Kresowaty, Carolyn Dobbs, Judy Marsee, Kathy Jones, Tim Cox, Nasser Gittiban, John Banks, Chris Troutt, Kristin Hadawi, John Doshier, Nick Garefalos, Diane Hartley, Jim Rhea

Fr. Kresowaty called meeting to order with prayer at 7:05

**Approval of Minutes**

Minutes for November were submitted and approved via e-mail.

**Audit Report**

Pickens Snodgrass Koch & Company, P.C. presented the 2004 financial statements audit for St. Alban's Episcopal Church. Complete copies of the audit are on file in the Church office. John Banks moved for acceptance of the audit and Diane Hartley seconded. All approved.

**Rector's Report**

- Fr. K has been at St. Alban's for just over a month
- He has been meeting with the leaders of different ministries and groups with the overall message received is that communication needs to be improved throughout the parish and is important to the life of the parish
- Qualifications for Vestry and Delegates are outlined in the Constitution and Canons of the Episcopal Church of the diocese as well as traditional customs of the church
- AGO (American Guild of Organists) has set standards for payment for Organists and Fr. K would like to compensate the Music Director in accordance with the standards
- Fr. K recommends that Richard Estes be appointed as Director of Music at St. Alban's

**Newcomers – Diane Hartley and Kristin Hadawi**

No Report

**Events – Fr. Kresowaty**

- December 24 – Christmas Eve Liturgies
- January 4 – Family Night
- January 8 – Epiphany Party
- January 14 – Institution of Rector
- January 18 – Family Night
- January 29 – Annual Parish Meeting

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**Worship Committee – Tim Cox**

No Report

**Christian Education – Diane Hartley and Kristin Hadawi**

- All Christian Education classes are on break until January 8, 2006
- CE attendance has been steady in the adult classes
- Melanie Touchstone did a fantastic job with the Advent/Christmas Pageant
- The Epiphany Party/Brunch will be held *after* the 10:30 service
- The Committee for Ministry to Children and Youth and the Parish (meets the first Monday of each month) has recommended that First Wednesday Parish Night continue and that a second Parish Night be added on the third Wednesday of the month
- A workbook and video Bible study will be added
- Two representative from all the different ministries will be asked to 'host' the Fellowship Hour on the Parish Night Wednesdays by providing dessert and giving a short talk on their ministry
- Prices for the Wednesday meals increase from \$4 to \$5 for adults and \$2 to \$3 for children
- Fr. K will attend the Wednesday, January 4 dinner and spaghetti will be served

**Youth Ministry – Diane Hartley and Kathy Jones**

Youth Group grilled hamburgers on Saturday and took to Arlington Life Shelter

**Pastoral Care – Diane Hartley and Kristin Hadawi**

No Report

**Outreach and Mission – Diane Hartley and Kristin Hadawi**

Advent Project has been completed with boxes of food and necessities being distributed to 21 families

**School Committee Report – Jim Rhea**

- Enrollment this year did not reach the desired goal putting pressure on the school to meet its financial obligations
- 22 families have committed to pay tuitions early
- 7 new students have enrolled for the second half of the year
- 272 students are currently enrolled

**Treasurer's Report – John Banks/Nick Garefalos**

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- Pledge and Plate receipts for November totaled \$39,635.41 which is \$6,853.59 less than the budgeted amount of \$46,489
- As of November, 2005, St. Alban's is operating at (\$10,395) for the month versus the budgeted amount of (\$29). The year to date total is (\$14,374) with the budgeted amount being \$(23,329).

**Stewardship Committee – Kathy Jones and Kristin Hadawi**

The statistics for the 11<sup>th</sup> week (12/19 – 12/23) of the Pledge Campaign for 2006 include:

- Number of pledges received – 199
- Total amount of pledges received - \$488,709.00
- Average Pledge - \$2,455.82

**Junior Warden's Report**

- Heat exchanger in the library needs repair but will be put on hold until next year
- Work is being done on the kneelers and splits in the pews

**Communications Committee – Carolyn Dobbs and John Doshier**

No report

**Chancellor's Report – Chris Troutt**

- Approval process of tax exemption is still on going due to additional information being required
- A no-cost lease for 801 South Davis has been developed for Brian Pickard, the Diocesan Canterbury leader, who has asked to move into the "New" Canterbury House (801 South Davis) in January 2006

Kristin Hadawi moved to authorize the Sr. Warden to execute the lease. John Banks seconded. 11 votes yes and 1 no. Motion passed.

**Development Committee Report – Judy Marsee, Nasser Gittiban, and John Banks**

- Donations are still being received for the Marsee Memorial Garden
- Efforts continue to establish the commercial value of the two non-contiguous vacant lots on 4<sup>th</sup> Street that the church acquired along with other Northbridge properties, as well as the "old" Canterbury house on 4<sup>th</sup> Street. With the Boy Scouts and Canterbury moved to 801 South Davis, these 4<sup>th</sup> Street properties are deemed excess by the committee.

**Nominations & Personnel – Diane Hartley and Carolyn Dobbs**

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The complete list of candidates for Vestry and for Diocesan Delegates has been compiled. Their biographies and pictures will be in the January Legate.

Vestry Candidates:

- Bill Davies
- Darrell Glidewell
- Harry Ekholm
- Susan Hekman
- Ron Horton
- Tom Lawley
- Peggy Pate
- Priscilla Promise
- Jim Sutton

Diocesan Delegates:

- Keith Allen
- Rilla Altman
- Monica Brown
- Ben Doerge
- Suzanne Franke
- Jack Kenny
- Joe Lundy
- Betty Meek
- Paul Nelson
- Randy Sparks
- Esther Stolley
- Don Wheaton
- Sue Yarger

Kristin Hadawi moved that any future delegate nominations follow the same criteria as Vestry nominations as listed in the Customary of the Episcopal Diocese of Fort Worth Jim Rhea seconded. All approved.

John Banks moved to accept the candidates presented by the Nominations Committee. Steve Altman seconded. All approved.

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**Secretaries Report – Fr. Matkin**

- Average Sunday attendance for November: 261
- Transfers in: 1
- Baptisms: 0
- Marriages: 0
- Transfers out: 9
- Births: 0
- Deaths: 3

**Old Business**

***Resolution naming Parish Hall – Tabled***

- It has been confirmed by Fr. Moore that the Parish Hall was never named after him

***Budget for 2006 – initial draft***

- The vestry reviewed the first draft of the 2006 budget, but more work is needed.

John Banks moved to continue current spending levels until the 2006 budget is approved. Chris Troutt seconded. All approved.

***Treasurer for 2006***

There is a new candidate for treasurer and continued discussions will be held.

***Preparation for Annual Meeting***

**New Business**

***Housing Resolution – Fr. Kresowaty and Fr. Matkin***

The Vestry approved resolutions for each of the clergy for 2006 providing IRS documentation that part of their income is “housing allowance”.

***Rector's Health Insurance Update***

The cost of Fr. Kresowaty's health insurance premiums will be reduced by \$142 per month until September 2006.

Fr. Kresowaty closed with prayer at 10:30.

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Respectfully submitted by,

Marguerite (Lisa) M. Glasgow  
Vestry Clerk