
APPROVED

In attendance: Fr. Kresowaty, Sara Beall, Rick Coombs, Sheryl Fritz, Jody Gittiban, Ron Horton, Peggy Pate, Jim Ray, Jim Swann, Stephen Vinson, Doug Hosea, Nick Garefalos, Ben Nix, Fr. Matkin, Fr. Duncan

Absent: Darrell Glidewell, Bob Yarger

Fr. Kresowaty called the meeting to order with prayer at 7:02 p.m.

Approval of Minutes

Minutes of the November vestry meeting were approved via email.

Old Business

Ben Nix explained some of the security needs for the parish complex and presented a bid from Partner Security, LLC, for a motion system and security cameras in key entrances and hallways around the church, which could be monitored from the office.

Rector's Report

Fr K reviewed recent attendance, which went up in the first part of November, and is back to normal. He commended Dr. White for teaching the Living the Good News class as well as those who have been involved in the Advent Project. The Lessons and Carols Advent service was excellent. Susan Kennemer has agreed to be the new Vestry clerk and Bill Richardson has agreed to be the new Treasurer in 2009. He commended Nick Garefalos for his service as treasurer. A new line of credit was signed at a much lower interest rate. He also reviewed some of the progress on capital improvements. An exterior water pipe will need to be replaced.

New Business

* Clergy housing resolutions for 2009 were passed unanimously: \$50,000 for Fr. Kresowaty, \$24,000 for Fr. Duncan, and \$23,784 for Fr. Matkin.

*The vestry passed a unanimous resolution continuing the 2008 budget into 2009 at current spending levels until a new budget for 2009 is prepared and passed.

Newcomer's Report – Peggy Pate

No report.

Events – Fr. Matkin

A calendar of upcoming special events and services was circulated.

Worship Committee –Peggy Pate, Jim Ray, Steve Vinson

- The Order of St. Luke will not meet on Saturday, December 20th. The regular _third-Saturday- of-the-month meetings will resume on January 17th. OSL will be available for prayer on Sunday the 21st and also on _January 4th during the 10:30 service in the Chapel.

Christian Education – Sara Beall, Doug Hosea

APPROVED

- Many thanks to our SS teachers for pushing through another semester with uncertain attendance each week, especially the last couple of weeks. This Sunday was very low, with no one in PreK, some due to illness. Thanks to Ginger for joining the Primary team of teachers. Thanks to Reagan White for leading the LTGN class.
- We need another High school SS teacher.
- We are very happy that some families new to SAEC are participating in the Children's pageant, and some families, not new to SAEC, are also participating.
- Classes will not meet December 28th, and will resume January 4th, as the teachers have indicated they will be in town.
- I have asked Fr. Duncan to speak with the Youth about making the 'children's activity' that takes place during the Annual Meeting January 25th, a 'youth inreach project'.
- The "Laugh Your Way" class will end on 12/21. The class will begin using "It's Never Too Late: Encouraging Faith in Your adult child" by Rob Rienow, author of Visionary Parenting, on January 4th. This presentation is via audio CD.

Sincerely,
Susie Wheaton

Youth Ministry – Fr. Duncan (Peggy Pate, Darrell Glidewell, Jody Gittiban)

The older group had two recent events: a bowling outing at Alley Cats and an outreach project at Union Gospel Mission. The younger group has been involved in the Advent Project and caroling at Arlington Villa.

Pastoral Care – Peggy Pate, Darrell Glidewell, Jody Gittiban

- The Stephen Ministry leader position is currently vacant, but several members are prayerfully considering the position.

Outreach and Mission – Peggy Pate, Darrell Glidewell, Jim Swann

No report.

Treasurer's Report

- Pledge and Plate income for November was \$52,698.18, more than the budgeted amount of \$49,570.00.
- November expenses were \$49,572.00, less than the budgeted amount of \$52,750.00.
- Total due to the line of credit is \$62,243.50.
- Nick Garafalos noted that giving was more than expected in November. Monies were collected and spent recently through the Organ Fund for expansion. October numbers have now been filled in the treasurer's report. There is a \$95,000 balance in the fund for the insurance claim, which may result in a \$6,000 to \$8,000 surplus after the final payment of claim repairs. The operating account as of today is \$9,300, which should meet all expenses through the end of the year.

Stewardship Committee – Stephen Vinson, Jim Swann

APPROVED

- After the third week of the program, we have received 113 pledges totaling \$370,173. Not included in this total are two pledges of \$0. Fourteen new pledges have been received, with an increase of 34 percent over last year's 14 new pledges at this time, and 64 percent increase over the 10 new pledges at this time in 2007. It is significant to note that 45 percent of renewed pledges show an increase over last year, with the total to date 20 percent higher than in 2008. An additional 42 percent of renewed pledges were maintained at last year's level. Only 12 pledges were decreased. Fr Kresowaty noted that an additional 5 or 6 pledges had been received today.
- We received several calls from folks who said they realized they had not received a pledge packet when their Reminder Card was delivered. Those packets were each mailed with First Class postage, so we cannot explain the loss.
- "Thank You" notes have been hand-written and mailed to the 90 folks who had responded after the second Sunday. Notes to this next set of pledgers will go out within the week.

Junior Warden's Report – Ron Horton

Ron Horton inquired from Doug Hosea about the schedule of payments about the Memorial Garden.

Communications Committee – Sara Beall and Jim Ray

- The Shepherd team made phone calls in November to all members of the parish. The callers reminded them about the Family Advent Wreath Making event and Lessons and Carols. They also asked if they had any concerns that St. Alban's could help with or put on the prayer list.

Development Committee Report – Doug Hosea, Darrell Glidewell, Sheryl Fritz

- The Development Committee did not meet this month.
- Capital Campaign Finances

Current Balance	\$225,706.52
Committed Contracts	
The Connection Co.	\$ 12,960.00
Remaining Balance	\$212,746.52

1) **Marsee Memorial Garden**

S.D. Peterson Construction began work on the Memorial Garden on December 1. They began by removing the existing sidewalks and then locating and moving the current water and gas lines that ran through the middle of the proposed garden area. They are close to completing these two tasks and then will move on to installing the irrigation system and drainage system in the area.

2) **Exterior Painting**

AZ stills has a small amount of detail work to be completed once the weather permits.

APPROVED

3) Sanctuary Lighting

The contract for the Sanctuary Lighting has been signed and an initial payment of \$35,316.90 has been made to the Connection Co. for the cost of the equipment. All of the track and recessed lighting has been installed. The dimming system was installed the week of December 1st and the focus/ adjust was done the evening of December 11th. The shipment of the pendants has been moved up to December 17th, but it is unlikely that we get these delivered and installed before the Christmas services. There are two areas that may need additional adjustment and they will be addressed when the pendants are installed. Installation of the pendants will take approximately 2 days. As I mentioned in the November report, we have run into some cost overruns that will need to be approved by the vestry. We are working with the contractor on the final equipment pricing.

4) Parish Hall

The development committee discussed and agreed on a process to deliver the Request for Proposal (RFP) for the design of the new Parish Hall. This process was developed through input from several architects in the parish and on the development committee. It is agreed that the RFP will be sent to approximately 5 firms for bidding. No action was taken on this project last month.

5) Storm Related Repairs

CMR has completed all of the work on the storm damage and is scheduled for final payment. Last week they completed quite an extensive punch list and the final payment is currently being negotiated with CMR. AZ painting has completed the sheet rock repair and painting of the Narthex. Stanton Glass Studio should be scheduling the re-installation of the damaged stained glass windows within the next week. We still have to have them remove the Rose window above the altar to finish the repairs. Father K wants to wait until after the Christmas season to proceed with that repair. We also are still waiting on the trim piece to the columbarium to complete that repair.

6) Security System

Ben Nix had another consultant at the church a couple of weeks ago and we are waiting for a proposal for this project.

7) New Business

With completion of most of the projects above, we discussed the next items on the capital campaign list to move forward with. Ron Horton is going to investigate the options on refurbishment or replacement of the church pews. Doug Hosea was going to get the Parish Hall RFP out to bid and investigate installation of an elevator. No new work was done on these areas.

8) Capital Campaign List

- 1) New Heating and Cooling equipment for the Sanctuary - COMPLETE
- 2) Light Fixtures and Wiring throughout the Sanctuary - 90% COMPLETE
- 3) New Floors in the Narthex - COMPLETE
- 4) New Modernized Phone System – COMPLETE
- 5) Exterior of St. Albans to be professionally painted – 98% COMPLETE
- 6) Roof repaired and resealed to prevent leaks – COMPLETE
- 7) Elevator installed to better utilize upstairs classrooms – In Progress
- 8) New Pews – In Progress
- 9) New Parish Hall and remodeled Kitchen – Early in Process
- 10) Landscaping around Church exterior – No progress
- 11) Mortgage debt retired – Some Progress

APPROVED

The Vestry expressed their appreciation for Doug Hosea's work.

Nominations & Personnel – Jody Gittiban, Jim Ray

No report.

Secretaries Report – Fr. Matkin

A report of worship attendance and membership activity from the parish secretary was circulated. The year to date average Sunday attendance was 270 and there was one death and one family that transferred out to St. Michael and All Angels in Dallas in November.

Old Business

- 1) Security System—Ben Nix presented a bid for security cameras.
- 2) Sprinkler System—There is no continuous water line to make the system work.
- 3) Vestry Clerk--Susan Kennemer agreed to serve in 2009.
- 4) Locks and New Keys—Locks were changed today, and new numbered keys are being issued.
- 5) Advertising—the communications committee will investigate and place an advertisement about our Christmas Eve and Christmas Day services in the Fort Worth Star-Telegram and Dallas Morning News, if possible.

New Business

- 1) Water pipe—Repairs were discussed.
- 2) Housing Resolutions—See above.
- 3) Treasurer—Bill Richardson agreed to serve in 2009.
- 4) Spending extension until 2009 budget approval—see above.

Closing Prayer and Adjournment

Fr. Kresowaty closed with prayer at 8:31 p.m.

Respectfully submitted by,

Sara Beall/ Fr. Timothy Matkin

APPROVED

Addendum to Minutes

On December 4, 2008 Doug Hosea made a motion via email and Darrell Glidewell seconded the motion via email to rekey the church at a cost not to exceed \$800.00. The funds are available from a parishioner who gave money to have a new lock system for the church when the school was here. The funds are in the Jr. Warden's discretionary fund. Eleven vestry members voted "yes" via email, and one vestry member did not vote.