

2022: Jo Anne Hairston
2022: Janet Jayne
2022: Ed Powers
2022: Linda Rector

2023: Seth Graham, Secretary
2023: Rachel Morgan, *Treasurer*
2023: Linda Rector
2023: Daniel Shew, *Junior Warden*

2024: Jane Bachman
2024: Tim Haer
2024: Shauna Nefos-Webb
2024: Tariq Zaidi, *Senior Warden*

2025: Fred Knickerbocker
2025: Shawna Knickerbocker
2025: Jeremy M^cLaughlin
2025: Loretta Trayer

The November 16, 2022 vestry meeting of Emmanuel Episcopal Church was called to order by Fr. Tom Day at 5:30 p.m. with an opening prayer and devotion from *Jesus Lives* and read from *The Winning Attitude*.

Motion made by Shauna Nefos Webb to approve the October 19, 2022 meeting minutes. Second provided by Seth Graham. Motion approved unanimously.

Members present: Seth Graham, Tim Haer, Shauna Nefos-Webb, Linda Rector, Daniel Shew, and Tariq Zaidi (via phone). Staff members: Fr. Tom Day, Kristie M^cElheny.

Members absent: Jane Bachman, Jo Anne Hairston, Janet Jayne, Rachel Morgan, Ed Powers

Guests: 2023-2025 Vestry members Jeremy M^cLaughlin, Fred Knickerbocker, Loretta Trayer

Treasurer's Report–Rachel Morgan - No report.

Warden's Report–Tariq Zaidi - No report.

Junior Warden's Report–Daniel Shew – No report.

Interim Rector's Report–Fr. Tom Day

- 1) Presented the 2023 projected budget. The budget had not been circulated prior to the meeting, therefore Tariq Zaidi was unable to vote causing the vestry to not have a quorum. The budget will be circulated for a vote within the next week. The diocesan VPG should be adjusted to \$40,000 per the October 19 vote.
- 2) During the November 13, 2022 Annual meeting the parish elected vestry members: Jeremy, Fred, Loretta, Shawna, and Linda. Linda will be serving a one-year term. We welcome them to the vestry. The vestry oath will need to be signed at the next meeting.
- 3) During the November 13, 2022 Annual meeting the parish elected delegates for Diocesan Council: Ed Powers, Frank Goodpasture III, Michael Webb as alternate. This is for a three-year term.
- 4) Staff job descriptions: Will review Kristie M^cElheny's job description with her to determine how to best utilize her strengths
- 5) Reviewing financial procedures (changing to QuickBooks desktop)
- 6) Putting together a Wedding Customary
- 7) Richard Horner connected with Diocese about Endowment investments
- 8) Parish Christmas Party, December 14, 6:00 p.m. – 7:30 p.m. - Shauna Nefos Webb is coordinating the event and circulated a sign-up sheet for vestry assistance.
- 9) Financial Christmas gifts for the staff were discussed and approved: Kristie M^cElheny \$1,000; Stephanie Yoder \$800; Christina Passamonte, Eden Foster, Nicole Cullop and Heather Harless \$50 each.

Business items for discussion & action:

- 1) Financial areas
 - a) Sunday collection process.
 - b) Change over to QuickBooks desktop – cost
 - c) Mazie Reed has decided to retain her LLC status and will continue as a vendor as opposed to the Sexton in 2023.
 - d) Staff Christmas gifts (Kristie & Stephanie).
- 2) Projects to oversee:
 - a) Lighting in Nave – Seth Graham volunteered to oversee the project.
 - b) Insurance coverage – Up to date quotes for our fine arts have been received and Kristie M^cElheny will contact Church Pension Group for an updated quote.
 - c) Indoor signage - Shauna Nefos Webb will work on this project starting 2023.
 - d) Security Gates - Loretta Trayer updated the project and it should be completed by the end of November 2022.
 - e) Church Security System - Ed Powers
- 3) Stewardship – Trying to gather members for a committee to develop plan for Stewardship Month in January 2023.
- 4) Helping our unhoused neighbors - Shauna Nefos Webb met with Steve Wheeler who is the director of missions from a church in Johnson City and they have similar issues. Shauna is researching ways to aid the unhoused without contributing to the issues as well as training for vestry and ushers to deescalate any issues.

Future items for discussion and action

- 1) Review of all social media and communications (website, The Pew, The Messenger, Facebook, Instagram, YouTube, SK On-line directory) This is major part of the Search Process
- 2) Parish register review & update - Data base update

- 3) Search process (vestry work in February – retreat)
- 4) Welcoming Church
- 5) Emergency plan - Mark Morgan
- 6) Security on Sunday mornings
- 7) Other topics for discussion

CALENDAR OF EVENTS

<i>Tuesday, November 22, 7:00 p.m.</i>	Thanksgiving Pie Service
<i>Wednesday, November 23–Friday, November 25</i>	Parish office closed for Thanksgiving
<i>Wednesday, December 7, 7:00 p.m.</i>	Vestry Christmas Party
<i>Tuesday, December 13, 7:00 p.m.</i>	Appalachian Men’s Ensemble
<i>Wednesday, December 7, 6:00 p.m.</i>	Vestry Christmas Event
<i>Wednesday, December 14, 6:00 p.m.</i>	Parish Christmas Event
<i>Friday, December 23 through Monday, January 2</i>	Parish office closed for Christmas & New Year’s
<i>Saturday, December 24, 5:00 p.m.</i>	Christmas Eve Family Service
<i>Saturday, December 24, 10:30 p.m.</i>	Christmas Eve Candlelight Service
<i>Sunday, December 25, 10:30 am.</i>	Holy Eucharist
<i>Sunday, January 29</i>	Stewardship In-Gathering
<i>Saturday, February 11</i>	Leader’s Retreat

Fr Day offered a closing prayer and moved to adjourn the meeting at 6:56 p.m.