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In attendance: Fr. Kresowaty, Sara Beall, Rick Coombs, Jody Gittiban, Sue Hogg, Jim Ray, Richard Stolley, Sheryl Fritz, Bob Yarger, Jim Swann, Doug Hosea, Ty Head

Absent: Stephen Vinson

Also attending: Fr. Duncan; Bill Richardson-Treasurer; Susan Kennemer-Clerk

Fr. Kresowaty called the meeting to order with prayer at 7:00 p.m.

Approval of Minutes

The Minutes of the October Vestry meeting were approved via email.

Rector's Report

- We had a successful Kountry Kitchen, making \$1600 which will be donated to Arlington Life Shelter. We thank the team and volunteers, and especially Julie Todd and Kate Grigal who supervised the event. They are already planning things for next year. No report has been received from the Book Store on their sales during Kountry Kitchen.
- Ralph Widman died November 17. His memorial service will be December 2 at 1:00pm.
- Organ Change Order L was explained to the vestry.

A motion was made by Sara Beall, seconded by Richard Stolley, to approve \$2,371.92 for Change Order L to the organ, with one-third of the cost due at signing, one-third when the parts arrive, and one-third at completion. The Senior Warden is to sign this change order. The motion passed unanimously.

- A thank you note from Fr. Mike and Linda Chapman, SAMS missionaries in Peru, was read. Fr. Kresowaty urged the vestry to continue supporting this ministry.
- Richard Stolley presented information from Life Touch for a new parish directory. Impressed with the material, the Vestry agreed to have Life Touch produce the directory early in 2010.
- Lessons and Carols will be on December 6 at 5:30pm, with a potluck dinner to follow. Members were urged to invite friends and family to this special event.
- Thanksgiving service will be a Choral Eucharist on Wednesday, November 25 at 7:00pm.
- The parish is invited to an Open House on December 19, 2-5pm, at the home of Kathleen and Clell Harrell, friends of the parish. Toys will be collected to give to a charity.
- Doug Hosea and Ty Head discussed a proposal by Titan Plumbing Services to replace a water line from the meter to inside the building in the basement, with necessary shut off valves. This is to replace the badly deteriorated line currently in place.

A motion was made by Richard Stolley, seconded by Doug Hosea, to accept the bid from Titan Plumbing Services to replace the water line to the church, with funding to come from insurance money. The motion passed unanimously.

A motion was made by Bob Yarger, seconded by Jim Ray, that the cost of replacing the water line is authorized to \$11,000. The motion passed unanimously.

- Sara Beall presented information from Ryan James to install a wireless system in the facilities, with three access points that will cover all the building except the nave. A firewall will be included and the office computers will be private and password protected. The estimated cost is \$1300. Sara also had information on a proposal for a wireless ceiling digital projector with screen in Room 24, at a cost of \$1750 plus the cost of a screen. Sara will investigate screen costs before action is taken on this second proposal.

A motion was made by Doug Hosea, seconded by Bob Yarger, to approve spending \$800 for parts and \$500 for labor from the Capital Campaign Funds to install the wireless system in the building

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at three access points not to include the nave. The motion passed unanimously.

- The Annual Parish Meeting will be January 24, 2010. There will be one service at 9:00am. A light lunch will follow the meeting.

Treasurer's Report/Finance Committee – Bill Richardson; Bob Yarger, Sara Beall

Summary: Bill Richardson gave the financial report indicating pledge and plate receipts in October were \$9,800 favorable to the budget, with other income items close to the budgeted amounts. Year to date giving is \$47,400 over the budgeted number. October expenses were \$22,100 favorable and total expenditures for the year are \$65,300 under budget. As of the end of October we have picked up \$115,000 against the budgeted deficit of \$170,000. We have not had to borrow from our line of credit.

Dedicated Accounts: The only notable payment from dedicated accounts in October was \$4,800 payment from the Organ Fund for continuing work by Ross King.

Mortgage Refinancing Update: The Treasurer has been in discussion with Compass Bank and Frost Bank, with varying degrees of success. A Frost Bank Vice President for Non-Profit Organization has provided information on a new fixed rate loan program that looks promising. Bill Richardson is to clarify terms with Frost Bank and inform the Vestry when details are finalized. The Finance Committee will meet to review and discuss the options.

2010 Budget Status and Update: The first pass budget has been drafted and was reviewed with the Finance Committee and Fr. Kresowaty. The Stewardship Campaign is still in progress.

Bill gave a printout of the status of Dedicated Accounts through the end of October.

Newcomer's Report: Rick Coombs, Jim Swann, Jim Ray

From Rilla Altman:

The Newcomers Committee is continuing to welcome newcomers to St. Alban's almost every Sunday. Our Shepherd Team continues to follow up for a short time by telephoning and meeting their newcomers at church. We are seeing fewer visitors from other denominations that we have in the past. Almost all of our visitors are transfers or former Episcopalians who wish to become active again. The problem that is occurring regularly is that these visitors seldom actually join the church and become pledging members. Many of them come regularly and actually join in the activities of the parish. The problem as I see it is that we are not following up with a visit or any actual contact to see if they're interested in joining. St. Alban's has many wonderful plans for the future but to see these plans come to fruition it would be nice to have some new members. The Newcomers Committee and the Shepherd Team have been successful in making our visitors and possible new members feel welcome and at home but I feel that a follow-up with a home visit and perhaps a Membership Committee that keeps track of the visitor to member process would be a good addition to our parish. This "personal touch" may be just what St. Alban's needs in order to reach out and encourage more people to become members rather than just permanent visitors.

Events

Bold type indicates parish-wide event

November 2009

- 1 All Saints' Day
- 2 **All Souls' Day, HE and Commemoration of the Dead service at 10:00am and 6:30pm**
- 3 Palanca Placemat Party – Room 10, 8:00pm

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- 6-7 Diocesan Convention – St. Peter & St. Paul
- 8 Welcome Home, Cursillo #280 – Parish Hall, 6:30pm
- 10-14 Kountry Kitchen, Parish Hall
- 14 Prayers & Squares – Room 10, 9:00am – 12 noon
- 15 First Communion Sunday
- 18 Holy Hour, 6:00pm
- 25 **Thanksgiving Eve Service at 7:00pm**
- 26 Thanksgiving Day, church office closed
- 27 Thanksgiving holiday, church office closed
- 29 **Family Project during Christian Education Hour & light breakfast, 9:15am**

December 2009

- 4 Boy Scout benefit dinner – Parish Hall, 6:00pm
- 5 Advent Project – Parish Hall, 9:00am
- 5 Prayers & Squares – Room 10, 9:00am – 12 noon
- 6 **Lessons & Carols, potluck dinner following in the Parish Hall, 5:30pm**
- 12 Advent Project – Parish Hall, 9:00am
- 16 Holy Hour, 6:00pm
- 18-21 Teenage Youth Group mini mission trip to Cleburne
- 19 Advent Project – Parish Hall, 9:00am – handing out Christmas boxes
- 22 Junior Youth Group to go Caroling
- 24 **Christmas Eve services: 5:30pm, Rite II; 8:00pm, Rite II; 10:30pm, Rite I with incense**
- 25 **Christmas Day – Mass at 10:00am;** church office closed
- 30 Fr. Duncan's Birthday
- 31 Fr. Kresowaty's birthday
- 31 New Years Eve
- 28-Jan 1 Church Office closed

January 2010

- 1 New Years Day
- 2 Christmas Pageant rehearsal, 10:00am – 12 noon
- 3 Christmas Pageant at 10:30 service & Pre-Epiphany Party in the Parish Hall after the service
- 9 Prayer & Squares – Room 10, 9:00am – 12 noon
- 10 **Baptism of Our Lord Jesus Christ**
- 20 Holy Hour, 6:00pm
- 24 **Annual Parish Meeting, 10:30am – Parish Hall; one service at 9:00am**
- 25-28 Clergy Retreat

Worship Committee – Jim Ray, Steve Vinson, Richard Stolley

Music

Thomas Rinn reports we have made some great strides in the music ministry and continue to grow. The current support of all our new projects (the Choral Scholars, the Lenten Music Program) are all boosts to what we are doing. He wrote in next months Legate to introduce the college students that we have brought on as Choral Scholars and to thank everyone for their financial support of this. People have really seemed to notice the improvement in the choir and he attributes some of this to the leadership of these students. Thomas will have to continue to fundraise for this program to continue. He has the needed funding through the current academic year (end of May) but will have to raise funds to continue this next year (about \$6000). Any support the vestry can give in continuing this tradition would be great. Thomas

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thinks we better start thinking about this January or so in order to have funding in place before August.

Thomas will be forwarding information very soon about our Lenten Music. He is excited about this and think it will be a great thing for St. Alban's!

We are to the place where we can start figuring out exactly what needs to be done to rebuild the seating in the choir loft. We are finalizing plans around the measurements of the new organ case. We can re-use much of our old material, but Thomas is certain there will be some cost involved in doing this. Ideally, it would be great to be able to move the sound equipment to the other side of the loft - he think this could be done easily, but we will need someone who knows what they are doing to help with this.

Altar Guild: Janie Lundy asked that the vestry not forget the condition of the sacristy. It has paint falling off the walls and the one burner stove is on its last leg.

LEMs/Lectors: The next training class will be held in January 2010. Additional volunteer helpers (teenagers or adults) are needed to help with Children's Liturgy.

The Order of St. Luke continues its study group on Saturday mornings at 9:00am in the Parlor.

Christian Education – Sara Beall, Sue Hogg, Jim Ray

- The First Communion class was successfully completed. Thank you to Mitzi and Glenda for wonderful teaching. These 3 students will be welcomed to the regular classes for the remainder of the year.
- Christmas pageant rehearsals will be Wednesdays at 5:45pm in December. All children are welcome to participate. One does not need to be a regular choir participant to attend. Presentation will be Sunday, January 3rd at 10:30am.
- Our attendance has been steady at about 10-12 for Pre k-Teens this semester. Pray for families with children & youth to participate. The adult class continues to have about 30 participants.
- Family Camp will be July 6-9, 2010 (Tuesday - Friday) at Camp Crucis. This is part of the Visionary Parenting ministry that the Bishop encourages. The Diocesan CE Commission is facilitating this camp with Camp Crucis. Hopefully, we'll be able to complete a Visionary Parenting course at St. Alban's this winter/early spring. Typically, this is a 2 hour, Sunday evening event for families with children and youth.
- The revitalization of the CE classrooms and hallways continues. We have 2 more wall scriptures to add, and we will have completed the main project. We will work toward painting the other 2 classrooms and hallways upstairs into the winter and spring semester. Thank you to Sowing Seeds for painting the downstairs hallways for us!
- We are mailing postcards to all students to encourage attendance on Sunday mornings and our Teen leaders are planning a Sunday lunch outing to encourage building relationships among that age group.

Outreach and Mission – Rick Coombs, Jim Swann, Jim Ray, Richard Stolley

Arlington Life Shelter: The shelter has required more meals than usual and the funds are running a little low. They have one more meal to prepare for this coming month plus the sandwiches and if funds are available, they could use some help. We also discussed possibly providing Bibles at Christmas for those in the shelter.

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Youth Ministry – Fr. Duncan

Teenage Youth Group

We had a successful Trunk N' Treat this year with around 100-120 people present, many of whom were not parishioners. The Boy Scouts did another excellent job with their haunted house. Next year we need to work on improving participation among parishioners, since the number of decorated cars this year was somewhat low.

This fall our teens have continued our discussion series entitled "Your Questions, God's Answers" aimed at answering some of the questions about life and faith that teens have today. On Sunday, November 15 Our Teenage Youth Group had a great time at their bowling night at Alley Cats. We had five total teens with, including two visitors.

Our teens will be going on a short-term mission trip to Holy Comforter Parish, in Cleburne, from December 18 to December 21. While there we will help out with various jobs around their facility.

Upcoming Events:

- Friday, December 18 – Monday, December 21 : Youth Group Mission Trip to Holy Comforter, Cleburne.

Junior Youth Group (ages 8-12)

We had a great Youth Sunday last month with a lot of involvement from children of all ages. This fall we've been discussing generosity and the importance of helping those in need. Our Junior Youth Group met on November 8 and learned about ways that we can pray for each other as part of that theme of helping others in need. As a continuation of that theme, next month our Junior Youth will be delivering their collected hygiene items to the Arlington Life Shelter and getting a tour of their facilities.

Upcoming Events:

- Sunday, November 22 : Junior Youth Group Meeting @ 12:15pm
- Sunday, December 13 : Junior Youth Group Meeting @ 12:15pm / Deliver hygiene donations to Arlington Life Shelter
- Tuesday, December 22 : Caroling and Christmas Lights Trip @ 5:30pm

Caritas (20s and 30s ministry)

Caritas had a wonderful time of fellowship at our home in October. During that meeting we discussed how we might incorporate an element of outreach into our group, and we decided to take an evening in December to volunteer at the Arlington Life Shelter. We also ended that meeting with Compline, to begin to introduce an element of worship into our gatherings.

Upcoming Caritas Events:

- Saturday, November 21 : Caritas Thanksgiving Potluck @6pm
- Wednesday, December 16 : Caritas Mission Night @ Arlington Life Shelter

Canterbury Association

At the initiative of two of our undergraduates we've started a Thursday morning book study at the Canterbury House. We begin at 8:30am with breakfast provided and study a chapter of a selected book. We end our meeting by 10:00am with Morning Prayer. Currently we are studying Scott Hahn's *The Lamb's Supper*.

Upcoming Events:

- Wednesday, December 2 : Advent Party @7pm

Pastoral Care – Sue Hogg, Richard Stolley

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Stephen Ministry: No report

Lay Eucharistic Visitors: Keith Higham said that all is going well and that we have more people in this ministry...with more requests for communion from Town Village, where we have several communicants as well as the Waterfordl where we have several more. Some of the people there are able to get to church but others need to have a Lay Eucharistic minister visit.

Hospital Visitation: Keith Higham said that we have enough visitors but that we would like to buy or make some cards to leave in the rooms to show that we have visited and as reminders that they have been visited by St. Alban's. We are checking on prices and types of cards and would need for the vestry to fund this venture. At this time, it seems that the cost would be no more than fifty dollars.

Daughters of the King: They were glad to hear that possibly the national organization has decided that they are not going to make Anglicans leave ...because if they did then they would also have to ask Lutherans and Catholics to leave also. The DOK are continuing their encouragement cards and praying for the sick.

Stewardship Committee – Stephen Vinson, Jim Swann, Sheryl Fritz

The committee met on November 12 to write personal Thank You notes to all those that had already sent in pledge cards. Forty-six notes were written and mailed. This represented a pledge total of \$159,957. The revised total (through Sunday November 15) is 64 pledges totaling \$239,510. Of these, 55 pledges were either maintained from 2009 level (30 or 46.9%) or increased (9 or 39%), only 6 were decreased. More good news is that three new pledges were received. Additional meetings to write Thank You notes will occur as needed.

Junior Warden's Report – Doug Hosea

- Downstairs Hallway was painted by Sowing Seeds at the November event. Gretchen Hosea continues to work on getting the Scripture verses on the wall to complete the project.
- We had an issue with the Lutron Power Boosters that provide increased power to the pendant lights in the sanctuary. Connection Co replaced the power booster for the second time, but was unsure what is causing the outage. We will be monitoring the lighting closely to try to identify the culprit.
- We still have quite a bit of dirt left in the parking lot. If anyone needs some for their yard, please feel free to help yourself!
- We have two companies scheduled to give us a bid on demo and removal of old school building at 801A S. Davis.
- We have experienced elevated water bills in the past two months. The increase is about 30% above normal. The culprit could be the water line running down the North side of the Church property. The City of Arlington will be repairing the meter line leak this week, but the water line on our property is our responsibility. Ty Head is looking to get a proposal on replacing that water line, which is long overdue. *(See motion and vote in Rector's Report above)*

Communications Committee – Sara Beall, Jim Ray

No Report.

Development Committee – Doug Hosea, Sheryl Fritz, Ty Head

Capital Campaign Finances

Current Balance \$265,324

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Current obligations	\$0
Forward Balance	\$265,324

Marsee Garden:

Work on Phase I of the Marsee Memorial Garden is complete. Doug has contacted both Liturgical Design Co. and East Side Granite and Marble about working with them directly on finishing the columbarium. Eastside would not work with us directly due to his relationship with Jack Nipp of Liturgical Designs. Doug contacted Jack Nipp and discovered that the total cost of the Columbarium is \$18,625 of which we have already paid \$3,063. This leaves a balance of \$15,562 to complete the columbarium and would take 4 to 6 weeks to fabricate.

Parish Hall and Altar Guild Sacristy: No Report.

Nominations & Personnel – Jody Gittiban, Sheryl Fritz

A full slate has been prepared for Vestry nominations. Eleven of the twelve candidates needed for convention delegates are in place.

Secretaries Report

- Average Sunday attendance for 2009 YTD: 250
- Transfers in: 0
- Baptisms: 0
- Marriages: 0
- Transfers out: 0
- Births: 0
- Deaths: 2

New Business

All agenda items were covered in various reports listed above.

Closing Prayer and Adjournment

Fr. Kresowaty closed with a blessing at 9:15pm.

Respectfully submitted,

Susan W. Kennemer
Vestry Clerk

Next meeting of the Vestry will be on December 16, 2009 at 7:00 pm in Room 10.

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Special Vestry Meeting – November 4, 2009

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In attendance: Fr. Kresowaty, Sara Beall, Rick Coombs, Sheryl Fritz, Jody Gittiban, Ty Head, Doug Hosea, Jim Ray, Richard Stolley, Jim Swann, Stephen Vinson,

Absent: Sue Hogg, Bob Yarger

Fr. Kresowaty called the meeting to order at 5:36 p.m.

Discussion was held concerning the current corporate status of St. Alban's Episcopal Church. In 1987 a certificate of formation of St. Alban's Episcopal Church corporation was filed with the Texas Secretary of State. The state franchise tax was not paid in subsequent years and annual corporate filings were also not filed; subsequently, the corporation was given default status in 1989.

In order to refinance St. Alban's mortgage Compass Bank is requiring an entity document. St. Alban's is not titled as a corporation in the current mortgage documents.

Ty Head made the motion to authorize the Rector's Chancellor, David Weaver, to file the articles of dissolution of St. Alban's Episcopal Church Corporation. Sheryl Fritz seconded the motion. The motion passed unanimously.

Fr. Kresowaty closed the meeting at 6:10 p.m.

Respectfully submitted by,

Sara Beall

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Special Vestry Meeting November 15, 2009

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In attendance: Fr. Kresowaty, Sara Beall, Rick Coombs, Sheryl Fritz, Jody Gittiban, Ty Head, Doug Hosea, Sue Hogg, Jim Ray, Stephen Vinson,

Absent: Richard Stolley, Jim Swann, Bob Yarger

Fr. Kresowaty called the meeting to order at 10:05 a.m.

Jim Ray moved to dissolve the St. Alban's Episcopal Church Corporation. Sheryl Fritz seconded the motion. The motion passed unanimously.

Sheryl Fritz moved to authorize Fr. Kresowaty or Jody Gittiban or Doug Hosea to sign the documents necessary for the dissolution of the St. Alban's Episcopal Church Corporation. Stephen Vinson seconded the motion. The motion passed unanimously.

Fr. Kresowaty closed the meeting at 10:10 a.m.

Respectfully submitted,

Sara Beall