

**The Church of the Ascension
Minutes of the Vestry
December 19, 2017 Meeting**

Present: Susan Meredith, Bill Willey, Michael Murphy, Courtney Wheeler, Donna Killmon, Lana Butler, Tim Westfall, Susan Motley, Lynn Farlin, and Anne Doyle.

I. Welcome: In Stewart Tabb's absence, Susan Meredith called the meeting to order at 7:00 p.m. Courtney Wheeler led the opening devotion and Susan Meredith followed with a prayer.

II. Register: The Vestry approved the minutes of the November meeting.

III. Buildings and Grounds Report: Bill Willey reported on the committee's meeting, discussing items from his written report. Al's Cleaning Service, the cleaning contractor, has been notified in writing of the decision to cut back one additional day of cleaning from five days per week to four days per week. The day school director expressed concern over the cut-back in cleaning services. Dominion Energy proposed the conversion of all incandescent light bulbs to LED lighting. The upfront cost of \$11,170 for the conversion would be paid back in annual savings of \$3,756. The Vestry approved a motion to take \$11,170 from the Building Reserve fund to pay the upfront lighting conversion cost, and then to restore this amount to the Building Reserve fund in 2021, when Dominion commits that the upfront energy cost savings will have been realized.

IV. Pastoral Care and Fellowship Reports: Donna Killmon noted that baskets had been prepared and delivered to home-bound parishioners. It was reported that \$500 had been raised from the Christmas dinner. Lana Butler noted that she and her husband would serve egg nog after the Christmas Eve lessons and carols service.

V. Treasurer's Report: Michael Murphy gave the Treasurer's report for November 2017, stating that pledges and expenses were both below budget for the month. He introduced the proposed operating budget for 2018 for discussion, explaining that it would be a \$1,500 deficit budget due to maintenance cost increases and lay pension increases. After discussion, the Vestry unanimously passed a motion to accept the proposed 2018 budget. The Vestry thanked the Finance Committee for its hard work throughout the year.

VI. Wardens' Report: The Vestry passed a motion to approve changes to the day school's bylaws, attached. The Vestry passed a motion to approve/accept the 2018 housing allowance resolution, attached. Responding to Stewart's previous request, Bill reported on the research into Ascension's utilities usage. The day school is using 33 percent of building utilities, but paying 17 percent of the monthly utilities costs. This equates to approximately \$11,000 per year. The established goal has been for the day school to be revenue neutral. Bill Willey will attend the day school's board meeting in January to explain the research findings.

VII. Schedule/Devotions: Courtney led the closing devotion. The next Vestry meeting will be held on Tuesday, January 16, 2018 at 7:00 p.m. Bill Willey will lead the devotions for this meeting.

Respectfully submitted,

Anne Doyle