

EPISCOPAL CHURCH WOMEN - DIOCESE OF ALABAMA
MINUTES OF SPRING BOARD MEETING
APRIL 19, 2006,
ST. THOMAS EPISCOPAL CHURCH
BIRMINGHAM, ALABAMA

MEMBERS PRESENT: Alleen Cater, Dee Buzby, Betty F. Scroggins, Brenda Mayhall, Sallie Lowe, Tora Johnson, Gethryn Giles, Olivia Weingarten, Sally Sinclair, Andi Silberman, Adele Colvin, Ginger Buck, Joyce Dryden, Nancy Thompson, Fiona Watts, Valerie Burnes, Sally Feuerlein, Tana Branch, Jane Dickson, Carol Jean Exby, and Barbara Carpenter.

MEMBERS ABSENT: Lisa-Cade S. Gruner, The Reverend Deacon Cindi Park, Anne Kimzey, and Barbara Mitchell

GUESTS ATTENDING: The Right Reverend Henry N. Parsley, Jr., Bishop of Alabama and *ex officio* member of the ECW Board, and Jamie Plott, Project Director of the Sawyerville Work Project.

President Cater called the meeting to order at 10:00 A.M. and welcomed the members present with a personal anecdote highlighting God's timing in six generations of her family and centering around "Welcome Happy Morning", the song as well as the wish.

She then called on Devotionals Chair Adele Colvin who presented a reading of the Twenty-Third Psalm with a shepherd's literal translation coming from *The Basque Shepherder and the Shepherd's Psalm* by James Wallace from *Reader's Digest 50th Anniversary Treasury*. She remarked on the theme for the year, Jesus in the House of Mary and Martha, and reminded us that while we had talked about Mary and Martha, we had not really talked about the third person, Jesus. She talked about what he must have known in his God-self and in his man-self, and how in His God-self He was as a shepherd having to lead all through the coming events. Perhaps He thought of the Twenty-Third Psalm in something of this same way as in this reading. She passed out the Prayer Request cards to be filled out and exchanged later in the meeting. President Cater thanked Ms. Colvin for her uplifting of our theme with her unusual reading.

President Cater then thanked Ms. Weingarten for the use of the church facilities and asked her to pass on the ECW's thanks to The Reverend Pat Wingo, Rector of St. Thomas. Ms. Weingarten also expressed words of welcome to the body. President Cater acknowledged a thank you note from Treasurer Brenda Mayhall for her wedding gift upon her recent marriage, and one from Jen Earle, wife of Bryan Earle, for the donation given to the Vitas Hospice Group in his honor.

MINUTES

The minutes of the January 6-7, 2006, Board Retreat were approved as published with one amendment, upon the motion of Andi Silberman, and seconded by Fiona Watts. The amendment refers to the matters stated in the Montgomery Convocation Report, Jane Dickson, Coordinator.

The report should read as follows:

Jane Dickson announced that her Spring Convocation Meeting would be held at Ascension on April 4th or 6th, 2006, with the Fall Meeting at St. Paul's in Lowndesboro on September 26th or 28th, 2006. She also commented very favorably on the reorganization of Ascension's unit and stated that St. John's in Montgomery will host the Convocation Meeting for Spring of 2007.

TREASURER’S REPORT and BUSINESS PERTAINING TO THE TREASURY AND BUDGET

Treasurer Mayhall directed attention to the Treasurer’s Report that was previously e-mailed to the members. She then proceeded to discussed expenses connected with the upcoming Triennial. Lodging expenses in the amount of Three hundred and seventy-five dollars (\$375.00), have been sent to Carpenter House to reserve rooms, and a request has been passed on from the National Church Periodical Club Board through our CPC Coordinator, Gethryn Giles, for monies connected with the Triennial that will need formal approval as no line item exists in the budget for these expenses. These items are:

Annual National Membership Dues	\$20.00
Contribution for the CPC Province IV Budget	\$25.00 to \$50.00
Money for candy for Energy Lift at Gen. Conference	\$40.00
TOTAL	\$85.00

Research disclosed a precedent set in 2003 for the Energy Lift item but not the other two items. It was decided to restrict the amount of the second item to \$25.00 to limit the total to eighty-five dollars, (\$85.00).

After discussion, on motion by Mrs. Giles, seconded by Mrs. Lowe, it was approved unanimously to send the \$85.00 for all three items for this year, and on suggestion by President Cater, so moved by Mrs. Giles, seconded by Ms. Dickson, and carried by the body, these expenses will be given line item status in any subsequent budgets.

Treasurer Mayhall reported clearing all United Thank Offering monies to National. The Checking Account Balance (Regions Bank) read as of 04/15/06, \$24,417.46, and the Triennial Account Balance as of 04/15/06, read \$8,517.78.

A copy of the 2006 Budget was included in the report as well as a detailed report of the intake, from each convocation, parish by parish, as of 04/15/06. (The full report is attached to the end of the minutes as Attachment I / 5 pages.)

President Cater pointed out the many blank lines in the Convocation report and asked the Coordinators to use the report to check on their parishes. The annual contributions need to be paid, and more people need to support the scholarship fund.

Other items discussed were pledges, now to be known as Annual Contributions; how computed; an increase in the allowance for the yearly conference speaker; various requests for donations, and how to budget them; when and how the budget is formed, and is there a Budget Committee. The dispositions of these matters are as follows:

Annual Contributions – (See Calendar Handbook “ad hoc” committee report.)

Increase for speakers – as a speaker has been secured for this year, at or near the budgeted cost, no action is needed at this time, but the matter will be discussed again at the September board meeting.

Requests for donations – Mrs. Parsley has requested a donation be made to the Phoebe Griswold Education Fund. After much discussion on how these requests should be handled, since it was made by Mrs. Parsley, it was decided to take a collection for this one time, but the discussion favored a line item in the budget, if feasible to handle any future requests. \$150 was collected.

Budget formation and Committee – On motion by Mrs. Johnson, seconded by Ms. Dickson, and passed by the body, a Budget Committee was appointed by President Cater.

BUDGET COMMITTEE CONTINUED

The members are Jane Dickson, Olivia Weingarten, Gethryn Giles, and President Cater in her capacity as president. The committee shall meet over the summer and the budget will be distributed prior to August 1, 2006, so as to be ready for approval at the Fall Annual Conference. Anyone can put in recommendations. The last two items discussed above were referred to this committee for definitive action.

A matter of old business from the January meeting was raised concerning the re-establishing of the seed money for future Women's Weekends, and the reimbursement to Betty Scroggins, former East Alabama Convocation Coordinator, for expenses not covered at the 2005 Women's Weekend. Treasurer Mayhall said that the proper entries and checks would be made by the weekend, moving \$300 for seed money out of the Continuing Education Fund, and \$200 to Mrs. Scroggins, leaving a balance of \$100, in that line item. A question was asked as to what disposition should be made of funds in excess of expenses for Women's Weekend and/or Fall Conference, and Ms. Weingarten said it was to be paid into the diocesan ECW Treasury. The matter of setting out the \$300 loan for seed money for Women's Weekend as a line item, following the precedent of doing so for the Fall Conference seed money was also referred to the Budget Committee. No further discussion being raised, on motion by Ms. Johnson, duly seconded and carried the Treasurer's Report was filed as presented.

Assistant Treasurer Sallie Lowe reported two memorials to the ECW Scholarship Fund. One was in memory of The Reverend Deacon Lynn Bullard's father, Deacon Bullard being a former board member, and the second through President Cater by way of The Reverend Polk Van Sant of St. Paul's of Selma, in memory of Edna Ledyard, a past ECW president in the amount of \$250.00. This sparked suggestions for an envelope or brochure to be placed in the pew racks as a way to enhance knowledge of the scholarship Fund.

CALENDAR HANDBOOK

President Elect Buzby reported that the theme for the 2007 Calendar Handbook would be Julian, referring to Julian of Norwich, England 1342 – c1423, "And All Shall Be Well". She stated the deadline for changes or additions to the calendar handbook as August 1, 2006, and reminded members that only two calendar handbooks would be given to each parish. Any number above two will have to be paid for at \$3.00 each, and the numbers of extras should also be turned in by August 1, 2006. The calendar handbook will be available for downloading from the ECW website.

She stated that she is putting her board together and asked the members to suggest "good servers" to be included in the nominations process.

She then reported the actions of the *ad hoc* committee appointed to resolve confusion concerning the Annual Contribution, and the method used to compute same. A schedule to be used for calculation will be sent later to the coordinators to be passed to their respective parishes. This will also be reflected in a revamping of page 7 of the Calendar Handbook for 2007 as discussed earlier.

GUEST SPEAKER – JAMIE PLOTT, PROJECT DIRECTOR OF THE SAWYERVILLE WORK PROJECT

At this time, President Cater introduced Jamie Plott, Project Director of the Sawyerville Work Project, who gave an overview of this project and asked for Prayer Partners and staff applications

GUEST SPEAKER, JAMIE PLOTT continued from page 3

from any parish. Any other help, such as donations of money, food, or time as individuals or parishes, is also needed. She thanked Sally Sinclair for her gift of designing the website, *sawyervilleworkproject.org*. The dates for the camp this year are June 25 through July 2. A number of deadlines connected with this project are as follows:

- Prayer Partners – letters in by June
- Staff Applications-end of April, selected in May
- Parish Volunteers-as soon as possible
- Donations-as soon as possible with clarification of donation such as
food, gifts, time, or money.

In answer to a question, she stated that the camp is non-denominational but is Episcopalian sponsored. After being thanked by President Cater, Director Plott left the meeting.

UNITED THANK OFFERING

Tora Johnson talked about the newly created UTO Committee, that, like the Nominations Committee and the Scholarship Committee, will have one person from each convocation appointed to it. The goal is to have more people to go and speak to parishes about UTO to get out the facts and materials about the importance of this ministry.

CHURCH PERIODICAL CLUB

Gethryn Giles, in addition to financial matters covered under the Treasurer's Report, reported a letter reminding Convocations that May 7th has been set as CPC Sunday, and an article was sent in for the *April Apostle*. She also reported attending two convocation meetings and that within the next few weeks, working with Sally Sinclair, CPC information will be available on the website.

CORRESPONDING SECRETARY

Lisa Cade Gruner was not present, but e-mailed spread sheets on officer information were given to the convocation coordinators. (These pages are appended titled Attachment II/7 pages.)

CLERGY LIAISON

The Reverend Deacon Cindi Park was absent but President Cater reported that she, Deacon Park, has created a program within the Mary and Martha theme, which will be presented in Guntersville-Mountain Convocation, at the Spring Convocation Meeting of May 5.

COMMUNICATIONS

Sally Sinclair acquainted members with the PDF Format, *www.pdf.com*... which is free and any system will open a document if it is in PDF. A short discussion concerning the website element known and BLOG or BLOGGING, concluded with President Cater suggesting that this would add another dimension to the ECW website and the members' daily lives. Ms. Sinclair's report is attached to these minutes. *

CONVERSATION WITH THE RIGHT REVEREND HENRY N. PARSLEY, JR., BISHOP OF ALABAMA

Upon Bishop Parsley's arrival, President Cater welcomed him and he took the floor for his remarks. In the main, these remarks concerned *THE ACTS 2 CAMPAIGN*, a strategic guidance plan for the diocese costing an estimated \$5,500,000, all of which will come from donations to this capital campaign.

He praised the ECW for their prayer life, their worth to the life of the parish, their willingness to work at any task given them, and their prayerful though practical help through such projects as The United Thank Offering and the Church Periodical Club. He explained that currently the campaign is in the "major gifts" or corporate gifts phase; will progress to the parish gifts phase, and over the next three years, parishioners will be encouraged to give however they can. He stressed that the items listed are essential to the growth and welfare of the church, "not icing on the cake". The Bishop especially asked the ECW to use their well established communications systems through the convocations and Daughters of the King to "pray us to success in this understanding". He also asked that someone be appointed to attend the Cabinet Meetings held once a month on second Tuesdays at Carpenter House, as an aid to fuller communication. He clarified that this need not be the same person each time, but to have representation each time the goal. He passed out 'Act 2' brochures. He stated that he had enjoyed the dinner with the board in January and was looking forward to the Triennial and touched on his nomination for the Presiding Bishop's seat, and Suffragan Bishop, The Right Reverend Mark Andrus' nomination for Bishop of California, asking for prayers that the church will lift up the right persons, asking, "Lord, what is Your will?". After answering questions about the elections and successions as well as the steps and methods used to accomplish the elections, President Cater answered the Bishop's appeal with her intent to have discussion and appoint a sub-committee to work on the extent of the participation, and report to the Administrator, George Ann Perrine, at Carpenter House. There is a website available. Bishop Parsley thanked the board for their love, prayers, and leadership. President Cater thanked the Bishop for his support of and belief in the ECW, and asked him to bless the luncheon food. At the suggestion of Ms. Weingarten, along with blessing the food, special blessings were asked for President Cater on the occasion of her birthday. The meeting was recessed for lunch by President Cater.

COMMITTEE REPORTS CONTINUED

After lunch, Bishop Parsley left the meeting and President Cater called the meeting to order and continued the committee reports.

*DAUGHTERS OF THE KING – Andi Silberman Report is attached to the minutes.

DEVOTIONALS

Adele Colvin reported that she had had a request for devotional materials and President Cater said that at times in the past this had been a function of the office, but was not now. Formerly the devotional chairman developed Advent and Lenten devotional materials for the board. President Cater has asked that that time be used instead to develop devotional materials related to our theme, to be posted on the website. Mrs. Colvin said that out of her talk with Ms. Martha Chapman, from St. James, Alexander City, a wonderful book concerning our theme was recommended – "Having A Mary Heart in a Martha World".

EVENTS COORDINATOR

Ginger Buck reported the results of a survey taken on matters germane to Women's Weekend; the most important being a calendar change from May to January, with the event being one night, beginning on Friday evening and going through Saturday afternoon with two instead of three speaker sessions, freeing some time for reflection and meditation. Among new activities suggested are crafts, sharing workshops, outdoor team building, and centering prayer exercises. She stated that from past experience that it takes at least one hundred (100) participants for financial success. President Cater reminded the group that the women from the Decatur area are still planning a no agenda weekend, at which you would be welcome, but you would have to make your own reservations and that plans are being made for 2007; there just will not be a convocation-planned weekend for 2006. She stressed that if a calendar change is to be made, that it should be done now for the Camp calendar can be very full. Several opinions from the group stressed early publicity and earlier engagement of speakers so that could be included in the early publicity. The mention of publicity brought forth a discussion concerning the volume of e-mail and regular mail that has to be resent, and the feasibility of a monthly newsletter and/or e-mail newsletter was informative but action was deferred to a later time.

MISSIONS AND MINISTRIES – Anne Kimzey

Report is attached. *

NOMINATIONS

Joyce Dryden reported that her committee is at work but has no formal report at this time.

SCHOLARSHIPS

Nancy Thompson started her report by stating ways in which awareness could be heightened so as to increase donations to the scholarship fund. Events such as Graduates' Day, Youth Service Sunday, and regular bulletin blurbs were suggested as ideal times for student as well as parish attention. President Cater suggested that ECWs dedicate the alms from one meeting and reiterated the brochures and/or envelopes in pew racks idea.

Ms. Thompson stated that the scholarship committee would meet on May 16th and that the deadline to receive applications is April 30th. They presently have sixteen applicants. Awards will be announced in June. Scholarship applications together with Church Involvement Surveys are available from her or to be downloaded from the ECW website.

A question of qualifications on one of the seven funds was described as being a sign of the times in which the fund was established and had been intended to help those who might not have a chance to apply for other funds. Restrictions placed on any fund at its inception cannot be changed without the consent of the founding donor of that fund, or perhaps of the bishop.

WOMEN AT THE WELL

Barbara Mitchell was absent, but Gethryn Giles, a board member of the Women at the Well spoke for her. She stated that they too were having attendance problems and had to cancel several workshops because not enough registered. They are trying to set one up to be held at Mentone, Alabama, because attendance has always been good there. This is for the Fall of 2006, in November. She stated that Women at the Well was never intended to compete with Woman's

WOMEN AT THE WELL continued from page 6

Weekend, and if it is determined that this is happening, the situation would need to be resolved. She stated that they have about \$6,000.00 in their Treasury.

CONVOCATION COORDINATORS REPORTS

- * BIRMINGHAM – Fiona Watts Report is attached.

- * BLACK BELT – Valerie Burnes addressed the Fall 2006 Conference by reporting the setting aside of a number of rooms at the Four Points Sheraton, Tuscaloosa Capstone, and to make reservations soon. The rooms will be held until September 4, 2006. She asked that the convocation coordinators please send her updated contact sheets in order to properly notify everyone. She also reported on a fund-raiser to benefit the burned churches in their area.

- * EAST ALABAMA – Tana Branch reports that she is working on having her Spring Convocation Meeting at Emmanuel in Opelika. When set, she will notify everyone. It will also serve as the first planning meeting toward the 2007 Fall Conference.

- * CHEAHA – Sally Feuerlein reported a very good Spring Convocation meeting.

- * MONTGOMERY – Jane Dickson Report is attached.

- * MOUNTAIN – Carol Jean Exby Report is attached.

- * TENNESSEE VALLEY – Barbara Carpenter Report is attached.

Proceeding with the agenda, under **ON-GOING BUSINESS** Item 9 – “Episcopal Life” subscriptions were handled with a sign-off sheet as each member paid the \$10.00 fee.

NEW BUSINESS

Item 1. Parishes to have written By-Laws and Cross-Check Auditing.

President Cater recommended that every parish to have written By-Laws and every convocation to have a treasurer and assistant coordinator. Practices are not uniform across the diocese, which doesn't matter as long as those practices appear in written form to be filed and to be available for reference.

Item 2. Clarification on Continuing Education Fund and Appointment of Committee to review and recommend.

President Cater appointed the following to the above committee: President Elect Dee Buzby, UTO Chair Tora Johnson, and former board member Anne Vertrees are to explore this item and report at the September board meeting.

Item 3. Capital Campaign

President Cater appointed Ms. Johnson and Ms. Silberman to work on Prayer Partners, and persons to attend the monthly Cabinet Meeting. She instructed that if during the Cabinet Meetings the subject of a corporate gift from the ECW should arise, to tell them that that decision has not yet been made. She asked Ms. Johnson to take the lead in these areas, and she also asked that those who wish to attend cabinet meetings feel strongly about this cabinet attendance to let Ms. Johnson know. In discussion about the corporate gift, Ms. Weingarten raised a point of order in that this board cannot commit the next board to any expenditure. This board's plans cannot go beyond its time of office; therefore, only the year 2007 is open as 2006 money has been committed.

Item 4. Phoebe Griswold Donation (see Treasurer's Report)

Item 5. Episcopal Place Gumbo Gala-announced.

Item 6. Fall Board Meeting Date-set for Wednesday, September 13, place to be announced.

Item 7. January 2007 Retreat Dates – announced as Friday, January 5, 2007, 4:30 p.m., through Saturday, January 6, 2007, 2:30 p.m.

Item 8. Closing Prayer

President Cater read the prayer authored by The Reverend John Claypool to adjourn the meeting at 2:45 p.m.

Respectfully submitted by
Betty F. Scroggins
Recording Secretary

ATTACHMENTS TO APRIL 19, 2006 MINUTES OF THE ECW*

ATTACHMENT I

TREASURER'S REPORT – 3 pages

CONVOCATION INTAKE REPORT – 2 pages

ATTACHMENT II

CONTACT INFORMATION

PARISH BY PARISH – 7 pages

*Reports are stored electronically with the minutes or available from the secretary.