

**EPISCOPAL CHURCH WOMEN - DIOCESE OF ALABAMA  
MINUTES OF BOARD MEETING  
SEPTEMBER 13, 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, Adele Colvin, Anne Kimzey, Ginger Buck, Nancy Thompson, Fiona Watts, Sally Feuerlein, Tana Branch, Jane Dickson, Carol Jean Exby, and Barbara Carpenter. Welcomed and introduced was The Reverend Deacon Carolyn Foster, who will be Clergy Liaison; The Reverend Deacon Cindi Park having been transferred.

MEMBERS ABSENT: Lisa-Cade S. Gruner, Sally Sinclair, Andi Silberman, Joyce Dryden, Barbara Mitchell, Valerie Burnes, and The Right Reverend Henry N. Parsley, Jr.

President Cater called the meeting to order at 10:05 a.m., and welcomed the members. She explained her reasons for reversing the order of business today.

She then called upon Devotional Chair Colvin, who, keeping true to the theme of "Christ in the House of Martha and Mary", brought out the brother, Lazarus' story and read John 11: 17-44. President Cater thanked Mrs. Colvin for her thoughtful insight concerning this part of the theme. After the closing prayer, Mrs. Colvin reminded the members to fill out their prayer requests and pass them to the right.

#### MINUTES

The minutes of the April 19, 2006, Board Meeting were approved as published with one amendment, upon the motion of President-Elect Buzby, seconded by Mrs. Lowe. The amendment refers to a part of the theme for the 2007 Calendar Handbook. The phrase "And All Shall Be Well", will be used rather than "A Woman to Look Up To".

#### NEW BUSINESS

Brief Triennial reports were given by the four delegates, President Alleen Cater, President-Elect Dee Buzby, Secretary Betty Scroggins, and United Thank Offering Chair Tora Johnson. President Cater reminded the members of the material on the ECW website concerning the Triennial experience. Two items coming out of that experience are being prayer partners with Southwest Florida, with North Carolina praying for us, and the extension of invitations to attend our Fall Conference to the delegates from Mississippi and Louisiana, who are still so disadvantaged by "Katrina". President Cater appointed Mrs. Colvin to head the prayer partners project and asked for ideas to be forwarded to her with a decision to be made at the board meeting to be held before Fall Conference.

President Cater thanked Anne Kimzey for her thorough report on Missions and Ministries that she furnished for presentation at Triennial, especially since it was requested by the Triennial at the last minute.

With a few words of introduction and encouragement about Mrs. Kay Meyer, the new Diocesan ECW President and the Province IV UTO Representative, Mrs. Zona Tounsley, President Cater expressed her feelings that a new closeness had already begun to develop and would continue to grow.

President Cater then introduced The Reverend Deacon Carolyn Foster, the new Clergy Liaison for the Board. Deacon Foster gave a brief summary of her background and her duties as deacon. Her contact information is:

Home Phone – 1-205-856-4428

Cell Phone – 1-205-919-7608

e-mail – [cfoster@surfmk.com](mailto:cfoster@surfmk.com).

## **ONGOING BUSINESS**

### **FALL CONFERENCE – OCTOBER 5-6, 2006 – BLACK BELT CONVOCATION**

Events Coordinator Ginger Buck reported all plans finalized. She asked for help in distributing and/or mailing letters to go out to last year's attendees not presently registered for this year. She announced that tables would be available for displays and sales at no charge. As Bishop Parsley will be on the mission trip to Haiti, The Right Reverend Robert O. Miller, retired Bishop of Alabama, will be attending and Deacon Foster will be assisting at the Eucharist.

Mrs. Johnson donated an appliqued geranium square won by her at the Barbara Crafton Breakfast at Triennial, to be auctioned or raffled at the conference; The Reverend Barbara Crafton being the conference speaker. Mrs. Johnson had further embellished the square by quilting it.

President Cater suggested a special effort to get clergy to attend since many might not have another chance to hear Reverend Crofton. Discussion brought out that The Reverend Bill King, in his job capacity at Carpenter House, would already have a clergy network and to ask him if his office would do this.

President Cater also stated that Mrs. Diane Moyer, Director of the ACTS II fund drive would also be at the conference and suggested that there be a table reserved for materials concerning ACTS II.

### **CAPITAL CAMPAIGN – ACTS II**

Mrs. Johnson, the ECW representative to the fund committee, reported that she had been to orientation and was made a representative to the Special Gifts portion of this effort. She reminded the group of the large contribution given for the Arts and Crafts Building at Camp McDowell and some ideas were discussed concerning fund raising. She stated that decisions on methods need to be made by the first of the year. A list of items needed that can be designated is being compiled, if that is the choice. It was President Cater's recommendation that the monies be pooled as that would prove a greater focus for the givers. After discussion, Mrs. Weingarten suggested that this be taken under consideration at the business meeting at the Fall Conference. President Cater reiterated that Director Moyer would be at the conference and any questions could be answered at that time. President Cater stated that she would put her on the agenda, and the matter was deferred until that time.

### **CORPORATE GIFTS**

President Cater and Mrs. Johnson, together, reminded the Board of the commitment of this year's corporate gift money of \$2,000.00 to be added to 2005's \$2,000.00, to install the memorial cross for Bishop Stough, but went on to say that the 2007 gift of \$2,000.00, could be pledged in 2007. Then, each year after that, for the three to five years length of the ACTS II campaign, the money could be designated for the campaign, but it would have to be on a year-to-year basis. Miss Buck said the parishes had raised the question of a given amount. Mrs. Johnson advised a short DVD program that is available and President Cater said that she hopes to learn as many answers as possible at the Diocesan Council Meeting being held Thursday, September 14, 2006.

### ECW HISTORY

In the absence of Mrs. Burnes, the group was directed to an update posted on the website. President Cater praised Mrs. Burnes for her work in this area.

### CLERGY DIRECTORY

Corresponding Secretary Gruner was thanked and praised for her work on updating the clergy directory, compiling a new data base and myriad other computer driven projects. (See website report)

### THE PHOEBE GRISWOLD EDUCATION FUND

President Cater spoke briefly about the address given at Triennial by Mrs. Griswold and noted that her work gives women who otherwise would have no voice a chance to contribute to their society. She said Mrs. Parsley had been notified of the ECW's response to her appeal with a \$150 donation last Spring.

### PROVINCE IV ECW CONFERENCE – APRIL 24-26, 2006, KANUGA, NC

Attendees, President Cater, President-Elect Buzby, and UTO Chair Tora Johnson, expressed being deeply impressed and touched by The Reverend Jo Bailey Wells' message and suggest inviting her to speak to us at a conference. She is on the faculty at the School of Divinity at Duke University, and was one of the first women ordained in England. President Cater introduced what she knew about the new president, Margie Williams.

### CORPORATE GIFT

A more focused discussion on the Stough Memorial Cross revealed that the Garden Guild at the Advent has said that if the price exceeds the \$4,000.00 designated for the cost, they will pay the excess. Pictures of the artist's mock-up were shown. The cross will be bisected by the window, being visible from both inside and outside the Carpenter House Chapel. President Cater and President-Elect Buzby stated that there would be a dedication ceremony.

### BUDGET PROPOSAL FOR 2007

Treasurer Mayhall read the proposed budget and noted the changes from the previous two years. She noted that a lag in parish contributions and an increase in some categories, one major one being conference speaker fees, has caused the proposed budget to be in deficit at this time. She explained that she was seeking ideas from the Board as to how the budget could be brought in balance.

Ideas forwarded included raising registration fees with the extra amount being earmarked to go to the Diocese and reducing the president-elect's line item. Discussion revealed that the traditional gift pin to the outgoing president is included in this item. Options concerning this matter are:

1. Silver in place of gold
2. Gold plated over silver
3. Silver with the outgoing president paying the difference if gold is desired.

Mrs. Giles then made the following motion to amend the proposed budget to reflect the following:

- That the President-Elect's Fund be reduced from \$500.00 to \$300.00;
- That Board Meeting Expenses be reduced from \$400.00 to \$300.00;

That the Conference Speaker Fund be reduced from \$2,500.00 to \$2,200.00; and

That Miscellaneous Gifts be reduced from \$250.00 to \$150.00; thus bringing the budget into balance. This motion was seconded by Mrs. Carpenter. Discussion brought out the fact that the sole function of the Board Expenses line item is to pay for lunches. Members being agreeable to paying for their own lunches led to an amendment to the amendment, deleting this \$400.00 line item, restoring the Fall Conference Speakers line item to \$2,500.00, and adding back \$100.00 to the President-Elects Fund.

The second amendment would make the following line items read:

President-Elects Fund	\$300.00;
(Board Meeting Expenses-DELETED)	-0-
Fall Conference Speaker, etc.	\$2,500.00; leaving
Miscellaneous Gifts	\$150.00, as in the first amendment.

President Cater called for the vote, and the 2007 Proposed Budget, as twice amended, and in balance, was approved for presentation to the 2006 Fall Conference.

The lunch break was called for by President Cater. Mrs. Colvin gave the Blessing.

#### CONTINUING EDUCATION FUND REVIEW COMMITTEE

After the lunch break, President-Elect Buzby reported that the committee's idea was to change the line item's name to "Assistance Fund", and create scholarships to remove financial constraints concerned with attending board meetings so that any person wanting to serve could do so. The scholarships would not exceed \$500.00 a year, with no one grant larger than \$150.00 a year. This would be handled on a need-to-know basis, ensuring confidentiality. However, it just being revealed that this item was not budgeted in the 2007 Proposed Budget, action was deferred. Treasurer Mayhall pointed out that there is currently, money in the account, but only until the \$300.00 loan for seed money for Women's Weekend is requested, leaving a balance of \$100.00. This loan, if requested, is supposed to be paid back from the Women's Weekend proceeds but was not included in the 2007 proposal in an effort to balance the budget. This loan was intended to be a one-time event, giving the Weekend a chance to re-establish its own seed money fund.

#### TREASURER'S REPORT

President Cater asked Treasurer Mayhall to continue with her regular published report, all having copies at hand. She, after noting as before that several usual contributions as well as the seed money for the 2005 Conference being outstanding at this time, reported a negative balance of \$1,419.29, in the Operating Fund.

After much discussion, it was decided that much more emphasis should be placed on the parishes paying their contributions in a timely manner using the data base developed by Mrs. Gruner. Copies of this data base, although available on the website, will be put into all delegate hands, accompanied by the treasurer's report, at conference, to further stress the importance of the financial responsibility. It was also noted by President Cater, that a problem exists of some institutional knowledge being lost between turn-over in leadership and/or office staff, which is one more reason why the data base is so important.

Items of note discussed in Segregated Accounts:

Donation of costs for website from Mrs. Sinclair, whose business this is, as well

as Mrs. Gruner's work.

Explanation of carry-over in Scholarship Fund, and answers to other questions revealed the following facts:

1. The ECW owns the money, not the Diocese. As a long-term investment venture, it is handled through the Diocese, with regular reports to the ECW treasurer.
2. There are seven (7) different funds involving about \$120,00.00.
3. Some qualifications are very specific.
4. When donations are made, they should be notated, clearly, for application to The principal, or just as a straight donation. The straight donation, or a donation not notated for application to the principal, joins the yearly interest to be paid out in scholarships that year.
5. Only the interest on the principal for the year is used. No principal is ever withdrawn.
6. Due to having to set the cut-off date early in the year, there is always a balance in the account of monies received after that date.
  
7. This year, only one application was denied, it not conforming in any way to any of the requirements of any of the funds.
8. Because of this as well as several other reasons, the applications need revision and the guidelines made clearer in some instances, especially if they are to be filled out on-line.

#### 2007 CORPORATE GIFT

As previously discussed in Mrs. Johnson's report on the ACTS II campaign, this is presently earmarked for that effort.

#### JANUARY 2007 BOARD RETREAT DATES

President Cater announced that the above referenced meeting would begin on Friday, January 5, 2007, and continue on Saturday, January 6, 2007, until 2:30 p.m., at Camp McDowell.

#### GIFTS AND FAREWELL FOR THE RIGHT REVEREND MARK ANDRUS

The main part of the ECW's gift was a contribution to the Jonathan Daniels Scholarship Fund, a particularly important interest of Bishop Andrus'; and two photographs. One was of when he joined the Jacksonville State College Choir at St. Michaels and All Angels in Anniston, at the ECW Conference there, and the second one was of the Cross at Camp McDowell.

#### REMINDERS

1. All parishes should have written by-laws and written procedures for financial matters, whether handled through the parish books or separately in their unit.

**REMINDERS -- Continued**

President Cater showed a kit, "Growing Into God's Future", that can be ordered and contains a sample By-Laws document as well as ways to rejuvenate or organize units in parishes.

2. All convocations should have an appointed Assistant Coordinator and an appointed Treasurer.
3. Board members were complimented on getting their reports on line in a timely manner. President Cater said she was pleased with new units, the functioning of the new board positions and committees, the increase in proceeds in CPC, UTO, and the Scholarship Fund.

**PLANNING AHEAD**

The 2007 Diocesan Convention, to be held February 15-16, 2007, plans require:

1. Thought about using the give-away bookmarks used last year in view of budget cuts.
2. The ECW to make evident that we are supporting women candidates for offices on the diocesan level.
3. Photos from every convocation for a running perspective of activities, which Mrs. Gruner will assist in preparing.

**DATES IN 2007**

Board Retreat-January 5-6, 2007, at Camp McDowell (Episcopal Life cost due-\$10.00)

Spring Board Meeting-February 28, 2007, 10:00 a.m., at Carpenter House.

Fall Board Meeting-August 22, 2007, time and place to be announced.

Fall Conference-October 10-11, Auburn, Alabama, East Alabama Convocation-Hosts.

**COMMITTEE REPORTS**

**TREASURER – Brenda Mayhall**

See Pages 4 & 5. In hand and online. If needed, a hard copy can be down-loaded or received by request from the secretary.

**ASSISTANT TREASURER – Sallie Lowe**

Due to surgery, Mrs. Lowe reported no activity.

**CALENDAR HANDBOOK -- Dee Buzby**

President-Elect Buzby reported that the book is at the printer's and will be ready for distribution at the Fall Conference. As per last year, there are two copies per convocation unless an order was made before August 1, 2006, for extra copies. She expressed her thanks to all who had helped her in this project.

**UNITED THANK OFFERING – Tora Johnson**

Mrs. Johnson added some brief remarks to her report and stated how pleased she was to meet, at Triennial, Province IV's Representative to the ECW National Board, Zona Tounsley.

**CORRESPONDING SECRETARY – Lisa Gruner -- In hand and online.**

**CHURCH PERIODICAL CLUB -- Gethryn Giles**

Addition-Mrs. Giles passed out packets to each convocation, containing materials to be used for CPC, and stated that each parish would get a letter also. She mentioned the possibility of attending the National CPC Convention, and President Cater expressed the hope that some plan could be developed in the next two years so that someone could attend. Drawbacks are that it occurs the week before the Triennial, and financial concerns, which might be solved with reserving the costs of one of the Triennial delegates. She also mentioned time-sharing the ten day triennial term as a way to allow a larger number of people to participate. A question was posed about the program known as "Miles of Pennies", which was a program generated primarily for children. Discussion was deferred by lack of information. Mrs. Giles is to report on this at the next board meeting.

CLERGY LAISION – New Appointee-The Reverend Deacon Carolyn Foster – No report.

COMMUNICATIONS – Sally Sinclair-In hand and online.

DAUGHTERS OF THE KING – Andi Silberman-In hand and online.

Devotionals – Adele Colvin-See page 1.

EVENTS COORDINATOR – Ginger Buck-See page 2.

MISSIONS AND MINISTRIES – Anne Kimzey-In-hand and online. Addition-Copies of a Request for Information on Missions and Ministries form will be placed in the delegate's hands at Fall Conference.

NOMINATIONS – Joyce Dryden-In-hand and online. Note for record: The slate of officers to be presented at Fall Conference is: Gethryn Giles for President-Elect, Marilyn Atkins for Secretary, Carolyn Woodson for Treasurer, and Barbara Carpenter for UTO Coordinator.

SCHOLARSHIPS – Nancy Thompson-In-hand and online.

WOMEN AT THE WELL – Barbara Mitchell-In Mrs. Mitchell's absence, Mrs. Giles, a board member of Women at the Well, reported that The Reverend Joy Phipps, founder of the organization, has had surgery with complications and a predicted long convalescence. Consequently, the retreat planned for November in Mentone, has been cancelled. Participation has steadily diminished, leading to thoughts that perhaps the organization has served its usefulness. Mrs. Giles said she would keep the ECW Board advised of any decisions made about the viability of Women at the Well and any disposal of the funds on hand. She asked for prayers for The Reverend Phipps.

**CONVOCATION REPORTS**

BIRMINGHAM – Fiona Watts-In-hand and online. Addition – She stated that she had been asked to have a convocation meeting on a Saturday. President Cater advised that she had had numerous remarks/complaints about a too rigid meeting schedule. She said that alternating days of meetings, changing the time of day, crossing convocation lines, and changing to a shorter format were all acceptable means of meeting the needs of as many women as possible.

BLACK BELT – Valerie Burnes-In-hand and online. See also page 2.

CHEAHA – Sally Feuerlein-In-hand and online.

EAST ALABAMA – Tana Branch-In-hand and online.

MONTGOMERY – Jane Dickson-In-hand and online.

MOUNTAIN – Carol Jean Exby-In-hand and online.

TENNESSEE VALLEY – Barbara Carpenter-In-hand and online. Addition-Women’s Weekend at Camp McDowell. The Reverend Susan Sloan is on the committee and her idea is not to concentrate on formal speaker status but to have as many small group opportunities, workshops, and fun things as possible, so the women really get to interact and come together. The concern over involving the younger women was discussed with no definitive answers. It was suggested that perhaps husbands could present this weekend as a gift for Mother’s Day. She also stated that the music will involve anyone who has an instrument and/or voice and wants to participate, but no formal group will be in charge and no housing or food charges will have to be paid. Recipients from St. Timothy’s who were awarded a UTO grant for a pre-school program were in attendance at their convocation meeting and will attend the Fall Conference as well.

There being no further business, President Cater asked Mrs. Colvin to have prayer and adjourned the meeting at 2:25 p.m.

Respectfully submitted,

Batty Scroggins, Secretary