

Vestry Meeting – October 17, 2017

The meeting was convened at 5:00 PM in Earle Conference Room, Parish House, Christ Church.

Attending: Harrison McLeod (Rector), Bern Mebane (Senior Warden), Dena Benedict (Junior Warden), Jim Baumgardner, Lauren Briles, Cotton Clarke, Rose Cuddy (Recorder), McNeil Epps, Bill Kehl (Chancellor), Kevin Mertens, Bryant Nixon, Ben Norwood, Louise Oxner, Chuck Reichert, Dan Seaman (Treasurer), Betty Teague, Brent Williams.

Guests: Lei Offerle, Amy Malik, Jeannie Bouton, Erica Price, Vanessa Levin-Pompetski, Bill Johnson

Absent: Chris Klasing (Asst. Treasurer), Lizzy Sterling.

The Rev. Dr. Harrison McLeod opened the meeting with prayer.

Ministry Area Visit: Parish Life – Part One

Lei Offerle, Amy Malik, Erica Price and Vanessa Levin-Pompetski introduced themselves to the Vestry.

Lei Offerle said she has been on staff here 25 and a half years. She said that it's easy to stay at a place that you love. She joined Christ Church in college, was married here and her children were baptized here. The children went to Christ Church, her daughters were married here and one of her granddaughters was baptized here. She introduced the half of her staff in attendance tonight. The second half will attend November's meeting. She related that she is currently spearheading the efforts for the move back into the Church (after she spearheaded the efforts to get us out of the Church more than a year ago). Look for communication about ways to help with the move soon!

Amy Malik has been on staff for six years. Amy and John joined CCEC in 2002 and through church associations and her children, she has a connection with most everyone in the room. Amy grew up in Kentucky and Tennessee and is a cradle Episcopalian. She went to Suwanee as a fine arts major and moved to New Orleans, where she went to culinary school and met her husband, John. She and John have two children, Tudor and Holly. Amy was working as a recipe developer for an Italian restaurant chain, which moved them to the Upstate. With Tudor's involvement here, they joined Christ Church. She keeps the church calendar, schedules rooms for your meetings, etc. and is in charge of the mailing ministry. Her wish list is to have more hours in the day! She wishes more people had the Church Life app – it would make your life so much better! Amy thanked the Vestry member presence at weekly ministry area meetings and voiced appreciation for their visits to Staff meetings. She would like to have an event where the Vestry and Clergy cooked breakfast.

Vanessa Levin-Pompetski, Director of Communications, moved from Michigan five years ago. She was born in Canada and went to Michigan State, same as Jerry Cavan! She learned of the Assistant Communications Director job through word of mouth and was on staff about a year before assuming the full-time job upon Jennifer Hedden's departure. Vanessa does all Communication – postcards, publications, posters, social media, website, eblasts, flat screens, bulletins, etc. Her favorite part of the job is graphics design. Her wish list is a full Communications staff. She really needs the open part-time job to be filled. Her goal is to create a new website that is mobile device responsive. The current website

was created in 2009, an eternity in the digital age! She really loves her job, which is a great change from her previous position in the corporate world.

Erica Price introduced herself as long-time staff member Lisa Hunt's daughter. Erica is a receptionist, but she also does work for every other department. Today, she had the opportunity to sit down with a lady who really needed to share her story and just have someone to hear her. She loves that she is the first person that people see upon entering the Parish House. Lei said that Erica is the welcoming presence at Christ Church and does a fabulous job assisting other departments as well. Erica said she is enjoying her job a lot! Bern complimented her and said that just hearing her voice on the phone is reassuring.

Lei thanked Vestry Rep Louise Oxner for her support of the Parish Life team. Harrison said that Parish Life is responsible for hospitality – what they do is often the first and last thing people see when they arrive or depart our campus.

New Business

Vestry Approval of Canterbury Counseling Center Board Nominee Patricia Crawford

Kevin Mertens made a motion for the Vestry to approve the nomination of Patricia Crawford, an active church member, to fill the open position on the CCC Board. She goes by Tricia and has served on the Budget Committee. She and her husband, Bill, have two children. Betty Teague seconded the motion. The Vestry voted unanimously in favor. The motion passed.

Conflict of Interest Discussion

Harrison brought this to our attention since the church does not have a formal policy and McNeil Epps, an employee of NAI Furman, did some work on behalf of the church for which NIA Furman will receive payment. McNeil was asked to take on this work on the Church's behalf before he joined the Vestry. This was introduced for information only.

Vestry Resolution to Request St. Luke's Chapel Columbarium Funds from Endowment

Bern Mebane introduced the motion and read the resolution. *RESOLVED: Christ Church is hereby authorized to seek the financial participation of Christ Church Endowment Corporation (the Endowment) in the completion of the new St. Luke's Chapel in Christ Church in the form of a Four Hundred Thousand Dollar (\$400,000) investment on the terms hereinafter set forth. The investment will entitle the Endowment to offer for sale to Christ Church parishioners, for the account of the Endowment, the 72 columbarium niches in St. Luke's Chapel for cremains on terms mutually acceptable to Christ Church and the Endowment.*

Ben Norwood seconded the motion. Discussion followed. Harrison explained that it is a request, written by Chancellor Bill Kehl, from the Vestry on behalf of the Church to request \$400,000 from the Endowment to underwrite the majority of the construction cost of the St. Luke's Chapel.

The Endowment Chair, Matt Cotner, is on board with the resolution. The Endowment will set the price of niches (with input from the Church). Harrison noted the question remains of what is actually being sold. It is not property such as a cemetery lot, nor is it the Church. The Endowment's legal counsel

will work on this question. He also said that that one of the benefits of purchasing a niche is that a portion of the cost is termed a “gift,” for which credit as a donation is provided by the church.

Concluding discussion, the Vestry voted. Cotton Clarke abstained due to his position at Morgan Stanley. All other Vestry members voted to approve; none were opposed. The motion passed.

Lighting Update

Harrison updated the Vestry on the potential savings from the proposals. The time it will take to break even with our amount of usage extends further than the original proposal. He asked if we renovate the Parish House in 2020, does it make sense to change the light fixtures before that? We do need to discuss what course of action should be next. More information is required before we can be prepared to make a decision.

Bill Johnson added a couple of considerations. The bulbs we use for lighting fixtures in these buildings are obsolete. We will need to retrofit the existing fixtures for current standards or for old technology at the cost of approximately \$100 a fixture. We could upfit the ASC and harvest the old bulbs for use in this building. Even with this, Jim estimates that we will be out of bulbs by third quarter of last year. Chuck Reichert reported on the multiple aspects of this issue. He reported that the CCES building maintenance director spoke to Chuck and Jim Cothran on NetZero and said that they did a good job. Bern offered to help find bulbs to supply the church. Harrison said we will charge Chuck and Bill to continue to investigate the available options.

Consolidation of Financial Statements

Dan and Bill reported on recommended by our auditors to consolidate Endowment and Church financial statements for external purposes. This has been the subject of quite a bit of discussion. If we consolidate Church and Endowment statements, the question was would the endowment’s assets be exposed if Christ Church took out a loan? The answer is not likely. A number of changes to the Endowment by-laws would also need to be made in this event. Bill said that he approached the auditors and asked what happens if we choose not to consolidate. They would not provide a clean audit. He said another step would be to identify an attorney well versed in Endowments and By-Laws to give us an opinion and what changes might be necessary if we choose not to consolidate. They also discussed approaching TD Bank with this information to obtain the bank’s opinion.

Harrison said that the proposed changes could reduce the relationship of the Church and the Endowment. We do not want to be in a position where persons who are not members of Christ Church could serve on the Endowment and propose changes to the by-laws that may not be in the best interest of the Church.

Bill also reported on the CCEP financial statement consolidation. This would require moving the CCEP finances to a calendar year rather than a school year and determining the capabilities of our database ASC to enable this.

Bill Kehl said that the bank’s accepting some type of accommodation is key. Those charged with investigating this information will keep the Vestry updated.

September Minutes

The September 19, 2017, Vestry Meeting minutes were distributed prior to the meeting by email. Bill Johnson provided an edit to his report on consolidation of accounts during the Treasurer's Report at the September meeting.

A motion to accept the minutes as revised was made by an unrecorded Vestry member and seconded by Jim Baumgardner.

All Vestry members voted in favor; none were opposed. The motion carried.

Rose will post and distribute the revised minutes.

Rector's Report

Harrison said that December 3 is the Move Back Sunday when services will be held in the Church and the new worship schedule introduced.

Neil Alexander, Ninth Bishop of Atlanta and Dean at Sewanne, will preside at Confirmation November 5.

Budget meetings begin soon. As forecast today, it is a tight budget with many considerations. The Budget Committee and Treasurers invite Vestry members to all meetings.

Senior Warden's Report

Bern Mebane also reminded the group of the budget meeting schedule and asked them to commit to helping their ministry areas and attending their budget meetings. On Wednesday, Bern will go through the punch list in the undercroft. Harrison invited anyone who felt a calling to join Bern, the architect, and Jim Cothran in reviewing the punch list with the contractor Wednesday morning. Bryant said it will not be the last opportunity for us to point out items needing attention.

Junior Warden's Report

Dena Benedict said the HR interviews with Church staff will be completed this Friday. Staff Appreciation Lunch is Tuesday, October 31. She distributed signup sheets for helping with the lunch and for attending. Job postings for Parish Nurse and Faith in Action Director are active.

November 1, 4:00 PM – You are asked to participate in an Annual Giving Phone-A-Thon. Vestry will assist the Annual Giving Cabinet and Resource Development Committee in calling those who pledged last year but not yet this year. Look for more from Lauren Sigmon soon.

Treasurer's Report

Dan Seaman distributed the list of scheduled Budget Meetings and asked the group to attend their ministry area's session and as many others as possible.

Calling the Vestry's attention to the Treasurer's Report, the net results are almost exactly on budget. We are on budget with pledged income and are, as predicted, approximately \$47,000 behind on non-pledged income. Some departments remain underspent. We drew on the reserve for seasonal variances and this serves as informing the Vestry. The kitchen will appear positive in revenue on the October statement when Wednesday dinner revenues are reported.

Departmental Reports

Pre-submitted Ministry Area reports were sent via email to the Vestry in advance and are attached to these minutes.

Annual Giving: Cotton reported as of 5:00 PM, we had received 372 pledges 45%, 1.366 million 51%, 200 increased pledges, and 21 new pledges at mid-campaign.

Diocesan Convention: Rose reported that we have a good group registered for Leadership Day, November 3, at Church of the Advent, Spartanburg. Harrison, Jay, Bob, Kellie, Bern, Dena, Nelson Arrington and Reg Brooker will attend Friday's workshops. They will join the other delegates Mac Gentile, Nancy Kennedy, Chris Klasing and Wayne McDonald for Business Day November 4.

HIStory Lives: Bryant reported that we remain comfortable with the figure of \$500,000 for debt repayment.

Adjournment

The meeting was adjourned at 6:32 PM.

Rose Cuddy, Recorder