

Advance Draft of Minutes for Approval

“To love others as Christ loves us”

Christ Church Episcopal Vestry Minutes Earle Conference Room Tuesday, July 15, 2025

Attending: Harrison McLeod (Rector), Nancy Kennedy (Senior Warden), Chan Boyd (Junior Warden), Chris Klasing (Treasurer), Nelson Arrington III (Asst. Treasurer), Wes Clarke, Betty Parker Ellis, Jane Harrison Fisher, Norma Givens, Martha Louise Lewis, Smyth McKissick IV, Angelle Reichert, John Wood.

Minutes Taken by: Wes Clarke.

Attending by Phone: Mary Holt Murphy.

Not in Attendance: Cecil Nelson (Chancellor), Wade Kolb III (Asst. Chancellor), Dorothy Nicholson, Phil Peterson.

Guests: None.

Welcome & Prayer:

The Reverend Dr. Harrison McLeod (Rector) opened the meeting in prayer at 5:01pm.

Rector’s Report – Harrison McLeod:

Wade is on vacation, but available by phone if needed during the meeting. He has been working on an employee handbook for the Church and the Preschool and may have them completed by the end of July.

Harrison had challenged Scott Fleischer to be creative in considering the Director of Senior Adult Ministries position. Scott has developed a proposal that includes some reassigned duties, which Harrison will share when appropriate.

The Rev. Russ Levenson will visit Christ Church on October 24-26. During that Sunday’s services, he will speak on stewardship. In his recent book, he interviews 13 well-known people about the impact of faith in their lives. In addition, Bishop Michael Curry will visit Christ Church on January 10-11.

Harrison has held several meetings for philanthropic bridge gifts, raising close to \$50k, with more upcoming. He has been very gratified by the commitment to the Church demonstrated in those conversations.

Katelyn Barnett starts as Preschool Director tomorrow. Her appointment and arrival have brought terrific excitement.

Senior Warden’s Report – Nancy Kennedy:

Nancy was very pleased to see Sunday Suppers resuming, and encouraged the Vestry to participate.

Junior Warden’s Report – Chan Boyd:

Chan reported last month on a quote for work on the All Saints Center. Meanwhile, Nelson found a funding source. The Book Distribution Reserve Fund is no longer needed since book distribution is not an active project. Thus, Chan moved to rename this fund the Miscellaneous Repairs and Maintenance Fund. Chan also proposed a future intention to fund it at about \$10k per year, since the Parish House and Hatch Funds both require projects scaled at \$10k or higher. During discussion, it was shared that the book fund's current balance of \$9308 would be essentially depleted with this project. Chris further proposed that the balance instead be transferred into the Maintenance Reserve we already have, whose balance was depleted, with an intention to fund this account at \$10k annually beginning in 2026. With a suggestion that the Vestry leave it to Kim to determine how to consolidate accounts, the motion was seconded. All voted in favor, with none opposed.

That settled, Chan moved to use these Book Distribution Reserve Fund monies to resurface the gym floor and paint the All Saints Center for a total of ~\$ 8975. Norma seconded. All were in favor, none opposed.

Chan proceeded to praise the facilities team for all they have accomplished this summer, according to a list shared in the ministry report by Kevin Mertens. The slate around the Church has been repaired and replaced, and is truly beautiful; they have fixed crumbling stoops outside Markley Chapel; the Preschool HVAC has been replaced; a hole in the roof was repaired; and they have cleaned up around the Scout Hut.

Finally, Chan passed photos of the Parish House fascia, windows, and a disrepaired doorway in Finlay Hall, motivating the Vestry to consider a broader effort to upgrade the Parish House. In response to Chan's urging, Harrison has invited Bryant Nixon to next month's Vestry meeting to address master planning work. The Vestry should consider a capital fund campaign, the Church's first since 2007. Harrison offered a reminder that a potential campaign already has about \$2 million in pledges.

Mary Holt updated the Vestry that she has not heard back from Canterbury Counseling Center regarding its lease.

Treasurer's Report – Nelson Arrington & Chris Klasing:

Chris summarized this month's budget report as so far, so good. June's revenue and pledge giving were both significantly above budget, catching up year-to-date.

Chris shared that the recent clean audit means that the Church's financial statements accurately reflect its state of business. The audit included three suggestions:

- to adopt conflict of interest statements to facilitate Vestry members recusing themselves from certain decisions;
- to subscribe to a fraud reporting hotline for staff at a cost of ~\$250/yr, like an answering service that informs Harrison and the Treasurers of potential problems;
- and to keep more money in cash reserves (Kim has a plan to bump them up that will go before the Endowment Board).

The Treasurer's report was concluded with a request for the third-quarter distribution from the endowment. Chan moved, and Smyth seconded. The amount was equal to other quarters at ~\$135k, or ~\$540k annually. All voted in favor, with none opposed.

Approval of Minutes from June 17, 2025:

Martha Louise moved to approve the June minutes, and John seconded the motion. All were in favor. None were opposed.

New Business:

None.

Committee/Team Reports:

Betty Parker reminded the Vestry of the Newcomer Summer Social, on July 27 from 9:30-10:30am, and of Return and Rejoice to launch the new program year, on August 17, from 8-9:30am. In addition, she solicited Vestry participation in a third opportunity to call active prospects and invite them to the August 17 event.

Angelle shared that the Outreach Committee met with Lizzie Bebbler from United Ministries about a tiny house project to provide housing to the homeless, following promising models elsewhere. The Habitat for Humanity build will take place August 16.

Other Business:

Next, the Vestry took up the Negative Pledge Agreement related to the CCES Master Plan, credit facilities, and campus improvements upon land leased from the Church. Out of an abundance of caution regarding potential conflict of interest, Martha Louise, Harrison, and Wes recused themselves for the discussion, with Smyth taking notes.

Chan moved to approve the Negative Pledge Agreement, and Mary Holt seconded. In discussion, John shared the extensive process of review, including the Church securing independent counsel (Marion Goodyear) to dig deeply into due diligence. Mr. Goodyear performed a limited title search; reviewed bank terms; reviewed the lease; confirmed the net lease; and reviewed and reconciled all parcels in the transaction, the chain of title, the legal description, etc. Speed was a key factor in the terms to ensure the construction contract is in place before any tariffs impact pricing. Mr. Goodyear is comfortable with the rate, prepayment penalties, bond counsel, and other terms of the loan. All members of the Vestry voted to approve the Negative Pledge Agreement, with none opposed.

Subsequently, John moved to approve the CCES campus improvements, and Jane Harrison seconded. With no discussion, the Vestry voted unanimously to approve.

Harrison then spoke about the 2026 Christ Church Priorities, which were distributed to the Vestry via email on 7/7. These priorities have been established prior, and used as guiding principles for budgeting. It has been several years since a new priority has been added, and a couple of years since they have been reordered. With further elaboration via guiding questions and bullet points, the priorities are Inreach, Inviting, Accessibility, Outreach, and Diocesan relations. Harrison requested that the Vestry make any suggestions via email to him and to Shantel by Monday. Those will be compiled and brought to the next Vestry meeting. Chris suggested that the priorities be approved at the August Vestry meeting since the Finance Committee meets the following week for the next step in the 2026 budgeting process.

Finally, the Vestry took up several recommendations from the Nominations & Elections Committee for upcoming Vestry elections, including an open period for solicitation of nominations from 8/10 to 8/31; using electronic forms for nominations; limiting the number of nominees per communicant to the number of vacancies (4 for Vestry and 1 Convention Delegate for 2025); publicizing the nominations process at Sunday services, Sunday schools, and other meetings; and posing two questions to nominated candidates for Vestry.

Harrison noted that the limit to the number of nominees per communicant is an effort to clarify the bylaws, and that Bryant Nixon is chairing the Nominations & Elections Committee. Nancy moved to approve the recommendations of the Committee. With no discussion, all in favor, with none opposed.

Harrison offered a closing prayer, and the meeting was adjourned at 6:13pm.