

Vestry Meeting – July 19, 2016

Attending: Harrison McLeod (Rector), Sam Erwin (Sr. Warden), Bill Hardaway (Jr. Warden), Bill Kehl (Chancellor), Nelson Arrington, Dena Benedict, Tom Croft, Chris Klasing (Treasurer), Wayne McDonald, Bryant Nixon, Ben Norwood, Louise Oxner, Chuck Reichert, , Beth Smith, Lizzy Sterling, Betty Teague, Brent Williams, Rose Cuddy (Recorder)

Absent: Dan Seaman (Assistant Treasurer)

June Minutes

The June Vestry Meeting minutes were distributed by email prior to the meeting. Dena Benedict brought up one correction under New Business to add former CCES Chaplain “Richard” B. Grimball’s first name. A motion to accept the minutes as amended was made by Nelson Arrington and seconded by Wayne McDonald. All voted in favor, none were opposed.

Nominations and Elections

Committee Chair Caroline Avinger reported to the committee about the process of nominations and elections. The nominating request letter from the Wardens is set to go out the week of August 22. The committee will meet July 28 to discuss refinements to the process, including what constitutes a valid ballot (signature on actual ballot, nominations for valid candidates, etc.).

Electronic voting: An email ballot must be requested. It will then be sent out and may be completed with specific fields. The returned ballot will be printed out to fulfill requirements. This option hopefully will attract additional and younger voters.

Information on who is qualified to vote will be distributed to the parish. Any change in voting requirement in the future must be approved by the Vestry and the by-laws would need to be changed.

Caroline and the committee asked for the Vestry’s support in increasing the number of voters and their help in identifying people who may be interested in running for Delegate, Vestry and Warden. It is important to get people involved in the process and to have a full slate from which to choose.

Rector’s Report

Chapel: Harrison presented slides of the conceptual drawings for the multiple plans for the proposed Chapel in the Church. Harrison said he would like Bob Ellis and others with historical knowledge and architectural experience to review the plans and make a recommendation to the Vestry. He said he would not ask the Vestry to decide on the specific details unless they chose to do so.

Notes on discussion: Harrison and others were interested in asking the architects if a design that reflects the current ceiling in the church is possible. If the rose windows were open on both sides, without backlighting, they would not appear as vibrant. Tom Croft noted that his preference is to make any additions fit in with the current architecture and style of the church. The Vestry expressed agreement with this sentiment.

Transition: All systems are go for the August 7 transition service to leave the Church and process to the All Saints Center, where Bishop Hultstrand will go through the formal ceremony of knocking on the door and entering and blessing the new worship space.

The construction contract will be signed after the period of discovery (opening up some walls and determining if their estimates of the scope of the work are correct). Chris Klasing and Sam Erwin noted that the church will first use cash on hand from HIStory Lives receipts and then file for a loan later as those funds are depleted.

Senior Warden's Report

Sam informed the Vestry that, as part of his personal goal of doing more, he participated with the GAIHN ministry that housed homeless families at the ASC last week. He related the experiences of the two families, one of whom experienced bereavement during the week, and the other which had four daughters. He complimented the Peers, new members who've taken the role of coordinating this ministry. The meal that night was provided by the Choir, so Sam was able to meet more people who were involved in Music Ministry.

Junior Warden's Report

Bill said that Kyley Miller, in her position for staff professional development, has prepared an excellent onboarding process for new employees. He and Sam met with the most recent group of new employees.

He related that the annual Human Resource Committee interviews with CCEC and CCEP employees will begin soon. With Kyley's help, the process will become a more structured, but still casual, conversation, that will also include documentation. The committee will evaluate the results and review trends coming out of the conversations and report back to employees.

Departmental Reports

Harrison reported that CCEP has visits for accreditation on site this week and that DSS also visited the preschool today.

Louise reported that she met with the Parish Life Committee. She shared Vanessa's new communication deadlines with the Vestry.

Nelson reported on his meetings with Lauren Sigmon, Director of Resource Development. He said that Beth and Stephen Puckett are chairs and Ashley and Tom Reynolds are co-chairs who will lead next year's campaign. One of the items under discussion before Rusty's departure was an annual whole stewardship and legacy giving focus as opposed to only a couple months' campaign. Lauren will get one year's campaign under her belt and then hopes to implement additional changes in future campaigns. Harrison also brought up that a significant gift was received last week from an estate.

Chuck reported on the installation of the carpet, which began today after a couple of tense days when on-time delivery was dicey.

Lizzy asked that the Vestry thank Lei Offerle for her great job in keeping the Transition work under control.

Beth asked for the Vestry's prayers during the Youth Ministry Transition. She reported on the ongoing work of the Youth Advisory Council (YAC) which provides leadership and programs

and the Youth Transition Team's search for a Youth Ministry Director. She encouraged the Vestry's participation in the YAC as well.

Bill Kehl brought up a lawsuit against the CCEP regarding a copier. The CCEP leased a copier, then two-years into the lease, our agent apparently talked them into another more favorable lease, but did so in a sloppy way that didn't prove that the ACH debit related to this lease since it was combined with a lease for another copier. Bill said our option may be to implead the agent and make the agent liable to the church. The date is August 9 and Bill is concerned that it may not be resolvable by that date. The church has also secured legal counsel in Pennsylvania, where the lawsuit was filed.

Treasurer's Report

Chris reported that yesterday, the Finance Committee, voted to move the funds received for the HIStory Lives campaign into a Money Market account. The funds have been residing in the checking account. The interest on a Money Market fund would more than cover the fees on the checking account. Funds will be drawn down as the construction begins.

He also reported on the 2017 Budget process being simplified to ask staff to address specific bullet points rather complete than a lengthy questionnaire. Four committee members will be added this year and regular meetings will begin in October. The Vestry is always invited to sit in on budget development meetings, which can be quite educational. The 2017 budget will be presented to the Vestry at their December meeting. The committee will begin the budget process based on actual pledges from 2016 and if we do better than that, funds can always be added.

Chris commented on Comptroller Jeremy Wilkerson's departure and the interim filling of the position with Jim Davis, who has church accounting and ACS experience. An auditor will review our business office processes and make recommendations. Those on the Search Committee are the Wardens, Chris Klasing, Harrison, Larry Pope, Betsy Baumgardner and Matt Cotner.

A rider has been added to our insurance to cover construction (which includes items such as organ removal , transportation and storage). This goes into effect August 1 and costs about \$9,000, payable from HIStory Lives receipts.

Following the Vestry meeting, some of the Vestry will go to the ASC after the meeting and lay carpet.

New Business

None.

Adjournment

The business meeting was adjourned at 6:00 PM. The meeting concluded with Compline.

Respectfully submitted by Rose Cuddy, Recorder