

Vestry Meeting – May 16, 2017

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

Rector Harrison McLeod opened the meeting with prayer.

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

Guests: New Associate Priest Jay Biedenharn, Lisa Hunt, Annette Cook, Associate Priest Bob Chiles.

Absent: Kevin Mertens

Ministry Area Visit: Pastoral Care Department

Harrison introduced the Pastoral Care Team of Bob Chiles, Lisa Hunt and Annette Cook. He recalled former staff member Sarah Parrott's description of Pastoral Care as the emergency room at Christ Church. He said that under the current team's ministry, that he would update the description as in charge of wellness and not illness.

Bob, from Simpsonville, majored in philosophy at Furman but built cabinets for 15 years before the call to ministry and attending seminary. He also spent 10 years in the Army Reserve. He was first a deacon, then an assistant priest before becoming Rector of St. James in Columbia and he loves the job he does here at Christ Church in pastoral care and worship for six years. He is a photographer and furniture builder and is crazy about electric trains! He passed around some of his photos. He is married to Chris. His son Peter has a daughter, Violet, and his daughter, Julie, is a bluegrass musician. He praised the icon art group, in which he enthusiastically participates. His wishes are to keep working fully until retirement next May and to have a full-time Parish Nurse and a transit van.

Lisa is the program coordinator for Pastoral Care. Her husband is Randy and her daughter is Erica. She said that Pastoral Care is in the love business – to provide support for families. She loves Clemson, NASCAR and hockey and has worked at Christ Church since October 2004. Her biggest challenge is coordinating the needs of the parish during weeks such as this with multiple funerals. Her wish is a little more office space and lot more air conditioning.

Annette, the senior ministry director, said that there are more than 900 people at Christ Church who fit into the "senior" category. She described the many ways from classes and fellowships to trips to training and providing resources for aging and caregivers, that she ministers to senior adults and their families. She told the Vestry that her wish is for a 12 person vehicle for senior adult trips. Bern asked how many participate. Annette said that those actively participating is approximately 200. If you add those for whom care is provided, the number jumps significantly. She is currently issuing a survey to find out more programming needs for senior adults. Jim asked about communication with seniors. Written word is the best communication but electronic is gaining as more seniors are tech savvy. Chuck asked about the age of those who participate. Annette said they are aged 55 to 92, but average is around 70-75.

Parish Nurse Lauren Smythe has resigned to pursue additional hours at her other position and was celebrated today at staff meeting. Jeffrey Meadowcroft, Assistant Priest, also participates in Pastoral Care.

Bern asked if we hear of someone who is in need of Pastoral Care, what should the Vestry do? The answer is to call Lisa Hunt, who is the hub of Pastoral Care.

Introduction of The Reverend Jay Biedenbarn

Harrison introduced new Associate Priest for Faith Development Jay Biedenbarn. Jay spoke to the Vestry and recalled his story of having a turkey sandwich at a restaurant in Memphis, TN, when he had a fortuitous meeting with Memphis native Emily Davis, Director of Welcoming Ministries at Christ Church. He was associate Rector at the church in Memphis for five and a half years and is excited about this new position at Christ Church. He expressed his appreciation for a warm welcome.

Nominating Committee

The slate of nominees for two year terms (2017-2018) will be emailed soon. Please be attentive since an email vote will require 100% participation.

April Minutes

The April 18, 2017, Vestry Meeting minutes were distributed prior to the meeting by email.

A motion to accept the minutes was made by Lizzy Sterling and seconded by Betty Teague.

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

Treasurer's Report

Dan Seaman said that we were a little behind in the month of April after a few months of higher than usual pledge giving. The non-pledged funds are behind budget for the year, but the positive side of this is that 70 of those giving non-pledged funds pledged and gave much more this year.

Staffing costs over to date – we went to a twice a month payroll this year, but the last pay period of last year fell into January 2017. We are underspent in Building and Grounds and in Faith Development. Some of this may be made up with staffing, but expect to remain close for next year.

Timing issues may be seen in such items as Faith in Action, which is underspent for the year, but will use their budgeted funds later in the year. Due to this, endowment draw is under budget at this time.

He has confidence that our pledge numbers will hold through the end of the year.

Rector's Report

Harrison said that Parish Nurse Lauren Smythe has had an offer for additional hours at a fertility clinic and has resigned her part-time position. He praised her work at Christ Church and will report updates on the progress to fill this position soon.

Business Administrator Larry Pope shared with the staff that he will be leaving at the end of the month. An interview with a candidate will be coming soon. He reported on additional positive personnel matters.

Chris Cunningham was married May 6 and as a result, she has resigned from the Vestry. This means that Kevin Mertens, who was elected to fill a one-year term, Kevin will take Chris' three year term. The next highest vote-getter is Matt Cotner, and Harrison's recommendation is for Matt to move to the one-year vacant spot. He asked for a motion for this action.

Cotton Clarke made a motion to fill the Christ Church Vestry's vacant three-year term with Kevin Mertens and to fill the one-year term vacated by Kevin Mertens with Matt Cotner. Louise Oxner seconded the motion. All voted in favor, none were opposed. The motion carried.

Harrison commented on the upcoming bicentennial in 2020 and ways to tell the stories that draw attention to the outreach of Christ Church.

He said that the Executive Leadership Team had a great retreat a couple of weeks ago with two goals: to get to know each other better and to emerge with a thoughtful and deliberate calendar for the rest of the year to meet our common purposes of communication, collaboration, engagement and continuous improvement. The group will meet twice a year for calendar visioning. They will meet next July 31-August 1 for spring 2018 planning. The hope is to have programming drive the budget rather than the budget drive the programming.

Harrison reviewed the proposed Worship Schedule

- 8:00 or 8:15 Service in church or chapel.

(He will discuss this with the 8:00 AM congregation this Sunday.)

- 9:30 AM Sunday School
- 10:30 AM Church (Rite II, traditional hymnody) and Chapel (abbreviated, wiggle friendly)
- 5:00 PM Chapel Service (contemplative - similar to current format)

Brent asked when this schedule would begin. This is yet to be determined. Harrison will ask the Vestry to be ambassadors for the new schedule when this decision is reached.

Harrison said if you visit the church's website and click on Fellowship at the Falls, the Fellowship at the Falls logo will follow you to other websites. Thank Vanessa for this technological innovation.

Harrison will be on vacation June 5-July 1. He thanked the Vestry for this opportunity.

Senior Warden's Report

Bern Mebane reported on his research on the land use plan. He found that an ancestor of Tom Croft's donated the land for the church after purchasing it from Vardry McBee. He passed along copies of the old deeds and discussion ensued.

Restoration Update: one window's frame was plaster instead of wood and has crumbled. Reframing with wood was the best route to follow. Most of the windows are removed and the remaining ones will be out soon. Most of the windows will be replaced by November 4.

Land Use: Bern has contacted a land use planning expert to pursue his goal this year of working with others to produce a longer-term vision for the campus.

Junior Warden's Report

Dena Benedict drew the Vestry's attention to the *What Do You Love About Christ Church?* cards that were distributed Sunday and an opportunity to participate by email. She read some of the responses to the Vestry. Look for more to come from the results on these little cards!

Departmental Reports

Pre-submitted Ministry Area reports were sent via email to the Vestry in advance and are attached to these minutes. No additions were reported at the meeting.

Ben Norwood presented an action item from the Finance Committee and some information on the reserve fund work done by Chris Klasing. Ten years ago, the Endowment made changes to their gift acceptance policy for items that are out of the norm. It is not clear that similar changes were made to the Church gift acceptance policy. The Finance Committee recommends that the church adopt the same policy, which was distributed earlier today by email. Written copies were also made available.

Discussion ensued. Cotton asked who is on the Gift Acceptance Committee. That information is kept private to protect them from difficult decisions. They were included in the conversation about this policy.

The motion presented by the Finance Committee is for the Vestry to reaffirm the Gift Acceptance Policy as written for use by the Church. All voted in favor, none were opposed. The motion carried.

Ben praised Chris Klasing's efforts to review restricted funds and reserve accounts so the donors' funds are used for the correct purpose and to be sure they are used. A document with this information was distributed via email and as hard copies at the meeting. If a donor gives \$5,000 or more to a restricted fund, a form must be completed. Also was addressed were processes if funds were given to a purpose that no longer exists, a protocol of how moneys should flow between accounts, consolidating funds that are no longer used, to provide transparency and clear procedures to follow.

The Business Office will review the unused funds and aggregate the funds appropriately by Ministry Areas and request them to prioritize their needs to use the funds to be used over the next three years for non-recurring, non-budgeted items.

HIStory Lives – no significant net changes have occurred to the Restoration budget or costs. A lot of work is going on right now. Bryan said that two things need to be done very quickly: sound system vendor chosen and an ask from the Endowment for a payment to the HIStory Lives campaign for the cost of the St. Luke's Chapel and Sacristy. Harrison said that Bryant made a good point last night that Harper did not include a percentage of which other parts of the project (such as percentage of the HVAC) were included in the St. Luke's Chapel project. Harrison said that maintenance of the columbarium would be Endowment responsibility. Four and a half percent of the Endowment's payment for perpetual care of the churchyard funds grounds work.

New Business

Harrison reminded the Vestry that Gospel in the Park is at 10:30 AM Sunday, May 21. It will be held rain or shine. Please plan to attend.

Adjournment

The meeting closed in prayer and was adjourned at 6:38 PM.

Rose Cuddy, Recorder

