

Christ Church Vestry Minutes

Tuesday, November 16, 2021, 5:00 PM

Attending: Harrison McLeod (Rector), Dena Benedict (Senior Warden), Nelson Arrington (Junior Warden), Milton Bates, Emily Davis, Jordan Earle, Betsy Elliott, Elizabeth Fletcher, Norma Givens, Bill Hardaway, Nancy Kennedy, Chris Klasing (Co-Treasurer), Russ Miller (Secretary of the Vestry), Dan Seaman (Co-Treasurer), Reid Sherard, Penn Williams, Cecil Nelson (Chancellor) Michelle Brown (Clerk of the Vestry).

Attending Via Zoom: Penn Williams

Absent: San Erwin, Wade Kolb (Assistant Chancellor)

The Rev. Dr. Harrison McLeod opened the meeting with prayer at 5:06 PM.

Executive Summary of Actions:

Community Moment:

Dan Seaman shared his feeling on community. It is fellowshiping with others, sharing value, experiences and circumstances sharing life stages and sharing history together. A community is one where people work together.

Reid Sherard shared his experience when he had traveled abroad when he was a young adult with nowhere to live and being on his own alone. He realized the thing he missed the most was who surrounded him and his experiences as a young person.

Rector's Report:

An email will be going out to the Vestry to invite the incoming confirmands to the Annual Meeting.

December's Vestry meeting and party will be held on December 21st at the McLeod's home. Invitations will go to Vestry current and new Vestry members.

Harrison hosted a Youth Ministry Vision Gathering at his home on Tuesday, November 9th, 5:30 to 7:00pm. Nelson hosted another Youth Ministry Vision Gathering at his home on Sunday, November 14th, 6:00 to 7:30pm. During these gatherings, Eric Travis met with the parents and talked about his vision and to share his hopes and dreams for the future. Kristin Bennett and Anne Green Buckner were also invited. Total there were about 36 participants between both nights. On Sunday, November 7th EYC was at Spare Time, about 40 youth participated in bowling, food, games, and laser tag. This was for grades 6-12 for 3 hours and it was free of charge.

Livestreaming has been purchased and will start in March 2022.

Christ Church had a strong fall kick off.

Still have masks in the Parish, but not in the Church.

Our numbers are not near where they were in the past, but at this point no one's are. Harrison asked other Priests how their numbers were, and everyone had the same answer. Sunday School is less than what it was as well. Reid wanted to know what Harrison's thoughts on what it would take to get back on track. Harrison answered, "time."

Parish retreat will be moved from May to February. It will approximately \$600 to \$700 per family of four. The Bicentennial money may be used to help subsidize some of the expense.

Looking to use Rusty Goldsmith as guest speaker.

Ministry Area Report

Bill Hardaway

Last Tuesday Nelson, Dena, and Bill meet with the staff. Shannon Dew worked on Enneagram and went over the scores. There was positive feedback and enthusiasm from the staff. We are now ready to roll out 7 new focus areas.

Harrison talked about **Key Focus Opportunities to Address Christ Church Employee Engagement Project Feedback**

Internal Communications - Kellie and Scott (co-chairs)

1. Restructure staff meetings - Kellie (chair)

- Design format for productive staff meetings, which may include areas such as professional development, wellness, frequency, duration, agendas, participation, etc.

2. Enhance internal communications - Scott (chair)

- Soliciting input from staff, develop a robust communication plan (upward and downward) to include an information flow that is informative, relevant, interesting, timely, inclusive, and consistent across all ministry areas. Additionally, identify opportunities for the Leadership Team to have more visible role and active presence, to include employee roundtables with leadership, leadership walk-throughs, and Vestry interactions.

Forms and Paperwork - Kevin (chair)

Determine what is necessary and what can be eliminated:

- Assess areas such as duplication, consolidation, relevance, frequency, and value

Compensation & Benefits - Harrison, Dena, Nelson, Bill (co-chairs)

On an oncoming basis, this ad-hoc group will review a competitive, long-term compensation and benefits strategy for employees. As able to do so, implement competitive enhancements within the Christ Church budgeting process that are based on metrics from a compensation analysis with other participating local churches, non-profit organizations, and other sources for survey data.

Employee Engagement - Sarah (chair)

1. Develop process to acknowledge and celebrate demonstrated employee engagement. Identify free or low-cost opportunities that will enhance employee morale and engagement.
2. Determine employee appreciation and recognition strategy, to include celebrating “wins” and looking for opportunities to celebrate individual and ministry area successes.

Staff and Professional Development - Harrison and Kellie (co-chairs)

- Strategy on organizational alignment and professional competencies (i.e., Shannon Dew - Alliance Coaching) - Harrison
- Strategy and tactical implementation on skill development (i.e., Caroline Avinger - Protocol LLC, Brene Brown, etc.) - Kellie

Performance Feedback Culture and Leadership Development - Harrison, Dena, Bill, and Nelson (co-chairs)

1. Create, reinforce, and sustain an overall culture of giving and receiving feedback through ongoing leadership and staff training on this topic.
2. To model this behavior by the Leadership Team, facilitate a workshop for the Leadership Team on giving feedback using Brene Brown’s podcasts and materials. Consider using Brene Brown’s “Dare to Lead: Brave Work. Tough Conversations. Whole Hearts” book as a basis for enhancing leadership skills, coupled with coaching sessions from Shannon Dew in 2022.

Enhance the Onboarding Experience and Refine the Exit Interview Process - Rose and Bill (co-chairs)

- As a work-in-progress, continue to assess opportunities for improvement in these two work process areas and apply consistent practices
- Solicit feedback from new employees on the experience and analyze feedback provided by exiting employees during interviews.

Staff Update:

Gina Ginsburg started working in communications on Monday, October 18, 2021. She will be part time working 20 hours per week. Kellie Wilson and Harrison had a conversation regarding a young lady interested in the Assistant Youth position, who happens to be a student at Wofford and will be graduating in May. Harrison is excited about what she will be bringing to the youth department and would be willing to hire her before she graduates.

Senior Warden’s Report:

Dena Benedict thanked all the volunteers that worked on the Diocesan Convention with an extra thank you to Rachel Clark. There was an estimated 300 people that participated in the program

Junior Warden’s Report:

Nelson had nothing to report

Treasurer’s Report:

Dan Seaman reported the financial results appear to be trending for the end of the year. Through September, revenue continues at budget. While fourth quarter revenue needs to be a bit stronger than last year’s COVID stressed fourth quarter, 2019’s 4th quarter – absent COVID stress, was actually \$160,000 better than the 2020 quarter. Since we are emerging from COVID, it is reasonable to expect a

stronger fourth quarter and that revenues will meet budget for the year. At the same time COVID pressures appear to have produced under-spending on expenses by about \$100,000, correcting for timing on endowment draws and some expenses. Thus, it appears that the year might end with needing to take \$100,000 less than the budgeted \$136,000 draw from the Deficit Reserve. Not yet calling this a forecast; but this is the current trajectory.

Chris Klasing presented the Budget for 2022. Milton Bates made the motion to accept the 2022 Budget. No second was needed since it came from the Finance Committee. Discussion followed: Cindy Poe asked if the Young Adult Budget was enough. Elizabeth Fletcher, Faith Development/Adult Vestry Rep indicated she had spoken with Addie on the budget, and everything was in line for the needs of Young Adults. Norma Givens, Worship Vestry Rep, voicing her concerns of not having funding for a full-time accompanist for the Choir Director, especially since Worship is so important.

Motion by Chris Klasing to accept the 2022 Budget as presented was accepted 10-1.

Y be

October Meeting Minutes:

The October 19 meeting minutes were presented prior to the meeting.

MOTION: Nelson Arrington made a motion to approve the October 19th minutes as presented. Betsy Elliott seconded the motion. There was no discussion. All were in favor. The motion passed.

New Business:

None

Other Business:

None

Committee/Team Repots

Penn Williams – Annual Giving

There was 100% participation from the Vestry. Total pledges are 385 for \$1,428,820 million. Some things that are coming up is the LYBUNT (Last Year But Unfortunately Not This) mailing, which will be going out this week along with pledge cards. This will be a way of connecting to those individuals who pledged last year but not this year not just to donate, but to reconnect to the church through the services and events as well as fellowship. There are also thank you notes and cards that are going around to the Vestry members along with a sign in sheet. These will give our donors a personal thank you for their participation in the Annual Giving. Kristin will follow up those individuals who have signed up for this activity with a contact list and a script.

Cindy Poe (Grounds) informed us the Historical Marker had been renovated and was about to be installed. It will be going from a dark background to light.

Jordan Earle (Property) received an email from Matt Cotner stating that the owners of the Philpot Law Firm may be considering selling their building, He further commented that it has been a thrill to serve on the vestry the last three years. He is very optimistic about the future of the church as there is a strong contingent of new members rotating on the vestry in 2022.

Norma Givens (Worship) spoke about the outstanding Sunday last week. The Children's Sabbath had an excellent program, and the children were wonderful, another activity was Kirkin of the Tartans. The Worship Committee are doing everything they can to make sure good programming is taking place and she is happy she served on the committee.

Harrison closed with prayer.
The meeting adjourned at 7:02pm.