

Christ Church Vestry Meeting Minutes
Saturday, January 30, 2021, 8:30 AM
Hybrid Meeting
Greenville Country Club and Zoom

Attending in Person: Harrison McLeod (Rector), Dena Benedict (Senior Warden), Nelson Arrington (Junior Warden), Milton Bates, Emily Davis, Betsy Elliott, Norma Givens, Bill Hardaway, Russ Miller (Secretary of the Vestry), Cindy Poe, Reid Sherard, Sherri Allred (Clerk of the Vestry).

Attending via Zoom: Jordan Earle, Sam Erwin, Nancy Kennedy, Chris Klasing (Co-Treasurer), Wade Kolb (Asst. Chancellor), Cecil Nelson (Chancellor), Dan Seaman (Co-Treasurer), Penn Williams

Not Present: Elizabeth Fletcher

The Rev. Dr. Harrison McLeod opened the meeting with prayer at 2:07 PM.

Executive Summary of Actions:

- The Vestry approved the December 2020 meeting minutes.
- The Vestry approved a motion to fund the Beth Croft Fund in the amount of \$350,000 out of the Joyful Garden Tour account.
- The Vestry approved a motion for disposition of the 2020 surpluses as follows: \$299,911 from the operating surplus to the Deficit Reserve; from the kitchen surplus, \$6,469 to the Kitchen Equipment Reserve; and to transfer \$97,200 from the Deficit Reserve to the Capital Project Reserve.
- The Vestry approved a motion that for the 2021 budget \$32,000 be drawn from the Deficit Reserve instead of the Washington Street Property Endowment Fund.
- The Vestry approved the 2021 budget.

Rector's Report:

- Harrison told Vestry members that there is no substitute for participation and asked that as they evaluate where they are and what they are doing, the leadership of the church always be in the front of their minds.
- Larry Loftis, most senior employee, has officially retired. He was the 8:00 am and substitute organist for over 30 years. Harrison said that both of their last conversations in person were wonderful, tearful, loving, and asked that Vestry members reach out to him when possible.
- Harrison has accepted Charles Tompkins' resignation as assistant organist. He will still play as needed.
- Both staffing changes are in response to the "priorities" discussion. It was decided that those two positions were not the best place to use resources.
- Harrison is interviewing a candidate who is about to graduate from Sewanee Seminary. She may be able to fill the Adult Ministries Director and Priest position. Harrison said that he actively pursues priests and tries to keep those pipelines full.

The most successful hires, he said, have come through the Holy Spirit. The person he is currently looking for is a rare commodity.

- Harrison has been in active conversation with the Leadership Team and the Bicentennial committee. They are very excited about a grand reopening.
- At the next Vestry meeting, Harrison will share goals from the Ministry Areas. Most of those goals have been arrived at with discussions with Vestry members.

Sr. Warden's Report:

Dena thanked everyone for attending the retreat, recognizing that members' time is very valuable. There is a wealth of knowledge within the Vestry. She thanked members for making the Vestry one of their priorities for the next few years. Nelson, Harrison, and Dena are all open for comments at any time.

Jr. Warden's Report:

Reorienting the budget to be in line with priorities has been a challenge. Nelson would like to see every Vestry assignment present to the Vestry and defend the Ministry Area's budget. He believes that would encourage Vestry members to be very deeply invested in each assigned Ministry Area and help make sure the budget reflects the priorities.

Treasurer's Report:

Chris reported on the 2020 year-end as follows:

- There is approximately \$60,000 in pledges that the church will not receive.
- There is approximately \$70,000 in pledges that may be received in February.
- Vestry should think about why pledges were so severely underpaid.
- Every Ministry Area was under budget this year.
- Some History Lives payments were received.
- The year ended with \$411,018 in surplus--\$111,107 was non-cash surplus.
- The operating cash surplus is \$299,911. Chris recommended this amount be transferred to deficit reserve.
- The Kitchen surplus was \$6,469. Chris recommended that it be transferred to the kitchen equipment reserve.
- Chris recommended that \$97,200 be transferred from the deficit reserve to the capital project reserve to fund major maintenance needs for Broadus Avenue buildings.

Motion:

Milton Bates made a motion for disposition of the 2020 Operating Surplus as follows: \$299,911 from the operating surplus to the Deficit Reserve; from the kitchen surplus, \$6,469 to the Kitchen Equipment Reserve; and to transfer \$97,200 from the Deficit Reserve to the Capital Project Reserve. Norma Givens seconded the motion.

Discussion: Chris said the major maintenance needs for buildings on Broadus Avenue like roof and HVAC are provided for by a reserve fund called the Capital Project Reserve. That reserve needs to be funded at \$180,000+ to be fully funded. It currently has over \$100,000. For Christ Church to use the rent to fund the operating budget for 2022 and beyond, the

treasurers want to fully fund that reserve up front from reserves that are currently available.

All were in favor. None were opposed. The motion carried.

2021 Budget Proposal:

Dan gave a recap of how the current budget proposal was reached with the following details and summary of adjustments:

1. Diocesan apportionment was lowered by \$10,382.
2. Staffing salary/benefit adjustments were \$159,700.
3. Took out \$108,000 in November; SC Cares grant the Business Office received. \$50,000 to offset kitchen salaries.
4. Two efforts by ELT to reduce budget items \$104,000.
5. Donor-designated reserves to fund select Faith in Action Outreach and Pastoral Care expenses \$48,275.
6. Value of Canterbury Rent and Sterling Hope Rent \$91,000.
7. Distributions from property sale \$72,790 (Vestry-designated fund).
8. 101 Broadus rent profit brought to operating budget \$39,842.
9. Draw from Deficit Reserve and Vestry-designated reserves \$104,349.
10. Total ending surplus (deficit) \$35.
11. Stayed true to raising the Diocesan Ask by .05%.
12. Stayed true to the Vestry resolution on Outreach.
13. Deficit reserve and draws on donor reserves, draws on property reserves.

There is a total of \$538,000 available to the Vestry. Vestry resolutions state that the Vestry will do the following:

1. Use no more than 33.3% in 2021.
2. Use no more than 16.7 in 2022.
3. Use no more than a total of 50% in 2021 and 2022.

According to Dan, the Operating Reserve guidelines say CC should maintain 10% of the amount of expenses in one year. Seasonally, treasurers need to use that in summer when giving goes down—it typically goes back up by the end of the year and settles itself out. If operating reserves are used to balance the year, the Vestry has to approve it, and it must be paid back from operating budget in the subsequent years.

Motion:

Nelson Arrington made the motion that for the 2021 budget \$32,000 be drawn from the Deficit Reserve instead of the Washington Street Property Endowment Fund. **Milton Bates seconded the motion. Sam Erwin opposed. Cindy Poe abstained. All others were in favor. The motion carried.**

Motion:

Milton Bates made a motion to accept the budget as presented by Dan. **Nelson Arrington seconded the motion. All were in favor. None were opposed. The motion carried.**

The treasurers acknowledged that 2021 was the most complicated budget year they have experienced. Vestry members offered countless praise and appreciation for the hard work Chris, Dan, and Parish Administrator Suzanne Mize have put into developing the budget.

December minutes:

Motion:

Jordan Earle made a motion to approve the December 2020 meeting minutes as presented.

Bill Hardaway seconded the motion. All were in favor. None were opposed. The motion carried.

New Business:

Motion:

Cindy Poe made a motion on behalf of the Grounds Executive Committee and Joyful Garden Tour to fund the Beth Croft Fund in the amount of \$350,000 out of the Joyful Garden Tour account. ***Nelson Arrington seconded the motion.***

Discussion: Cindy said this will be an endowment fund and draws would not happen for five years.

All were in favor. None were opposed. The motion carried.

Committee Reports:

Cindy reported that the Grounds Committee has a couple of ideas going forward:

1. The committee would like to use the empty lot on Broadus, currently used to store bricks and pallets, to make a garden for the preschool for flowers and vegetables like the one at CCES. They would need volunteers and donations to put approximately 25-30 raised beds in the fenced area. Suggestions include making it available to parishioners if they wanted to garden. Vegetables can go to the kitchen to be used with Project Host food donations.
2. The committee would like to put a Columbarium in the Stephenson Courtyard where the bricks have settled when Markley Chapel is renovated. They would punch out the gate out as far as they can in line with the stone wall. They would line the walk along the chapel to Church Street with memorial markers and could probably fund most of the renovations from the marker sales. They currently have a commitment for a water feature and may need to get a preliminary plan in place. Harrison suggested that it could be part of a Capital Campaign to renovate the chapel.

Closing Comments:

Harrison reminded the Vestry that in February 2020, Rob Townes interviewed 35 people about interest in a Capital Campaign. As a result, there were pledges that amounted to almost \$5 million (pre-COVID.) Rob will be back this February to revisit the discussion with those 35 people. He will address the Markley Chapel renovation with part of the Parish House with specific focus on the kitchen.

Harrison closed the meeting with prayer at 4:04 pm