

**Christ Church Vestry Minutes**  
**Tuesday, November 15, 2022**  
**5:00 pm**

**Attending:** Harrison McLeod (Rector), Dena Benedict (Senior Warden), Nelson Arrington (Junior Warden), Milton Bates, Betsy Elliott, Betty Parker Ellis (Secretary of the Vestry), Sam Erwin, Elizabeth Fletcher, Bill Hardaway, Julie Haas, Kay Jenkins, Nancy Kennedy, Chris Klasing (Treasurer), Wade Kolb (Asst. Chancellor), Paul Landis, Gracen Miller (Youth Vestry Representative), Cecil Nelson (Chancellor), Cindy Poe, Reid Sherard and Elizabeth Saylor (Youth Vestry Representative), Michelle Brown (Clerk of the Vestry).

**Zoom:** Dexter Hagy,

**Inviting to All – Cindy Poe**

Cindy thought about how welcoming and how inviting we are to all, to her everyone's thoughts were the same. She decided upon inviting to all was more complex and came up with the following questions.

- Why do we want to be inviting?
- What makes us think inviting to all is important?
- Is it to remain on of the largest Episcopal churches?
- Is it to prove we are a growing church?
- Is it to increase attendance?
- Is it to increase revenue?
- Do we want to feel better about ourselves?
- Is it because our mission as Christians is to be inviting to all?
- Is it because we want to help people to find Jesus Christ?
- Is it because we want to make a difference in the community?

Cindy believes the hard question needs to be asked, "why"? Assuming her answer is to be more Christ like rather than financial, one needs to ask what message we are sending to the community. Are we approachable? Are we the big rich church downtown? Are we the big private school? Exclusivity is not how Cindy wants the parish to be seen. The inreach and outreach ministries are amazing. The Abraham Build, the new Goal Project, that addresses the housing and mental health issues, the book distribution, which distributed 340,000 books, the Angel Tree store for Legacy, packing thousands of meals for Rise for Hunger, Sterling and Project Host. Cindy's prayer for 2023 is that a concerted effort be made to identify how Christ Church wants to be known for in the community and why. She believes this is a larger issue than the churches mission statement and that this is something Harrison has been pushing everyone towards for some time. Maybe we should have someone who is trained to ask the hard question to come to our vestry meeting. While working on important questions, maybe we can think about intentionally letting the broader community know who we are through the countless opportunities that this church is involved in that will show how inviting and inclusive we are.

**Harrison** commented Cindy offered all a challenge and wanted to know if there was any feedback. There were several comments that were made going back to "Inviting to All" that offered ways that could make a difference in how Christ Church represents itself in and outside of the church walls.

**New Business**

Preschool Budget

**CCEP Budget Timeline**

- July: CCEP and Business Office prepared initial budget draft
- July: Treasurer reviewed first draft and some adjustments were made
- August: Draft review by Rector, Associate Rector, Treasurer, Warden’s and Business Office; tuition increase discussed; early/late stay tuition increased announced
- October: June 2023 school day tuition increase communicated to CCEP parents
- Nov. 10: CCEP, Business Office, and Treasurer reviewed final budget
- Nov. 15: Vestry to approve budget

2023 CCEP Budget Summary

Tuition	\$2,026,833	
Other Revenue	\$65,225	
Other Income	\$64,300	
Total Revenue		\$2,156,358
Payroll Expenses	\$1,823,166	
Other Expenses	\$511,214	
Total Expenses		\$2,334,380
Gross Loss		(\$178,023)
Funding From Grants & Reserves		\$178,023
Net		\$0

Church Budget

**2023 CCEP Budget Features**

- ✓ 20.5% Increase in Early/Late Stay tuition effective August 2022
- ✓ 14% Tuition increase effective June 2023
- ✓ Tuition credits for CCEP and church staff amount to about \$150k
- ✓ Salaries and Benefits increase 29% from 2022
  - New positions
  - Salary increases to meet market
- ✓ DHEC grants cover much of cost increase
  - Using about \$160k of grant funds in 2023
  - About \$167k remains
  - Additional grants expected

**MOTION:** Reid Sherard made a motion to approve the 2023 Preschool Budget as presented. Nelson Arrington seconded the motion. No questions. No discussion. All were in favor. None were opposed the motion passed.

Thank you to Kim Owens who came up with information and scenarios that helped make the budget work for the Preschool.

### Budget Timeline

July: Vestry and Staff affirmed parish priorities.  
 August: Rector and Resource Development set Annual Giving budget.  
 August: Treasurer sets other income budgets.  
 August: Rector, treasurer, wardens, and business office set salary and benefits budget.  
 August: Finance committee reviewed preliminary budget and provided guidance to Leadership Team.  
 Sept: Leadership Team and vestry liaisons drafted budgets for ministry areas.  
 Oct: Leadership Team revised budget, rector, wardens, and treasurer revised budget to balance.  
 Nov. 7: Finance committee endorsed final budget recommends vestry approval.  
 Nov. 15: Vestry to approve budget.  
 Feb. 2023: Budget “true up” to actual Annual Giving and Endowment.

### Vestry – Staff Priorities

Priority Item	Rank
Welcoming External communication Worship CCEP Security	1
Inreach Family, youth, children’s ministry Christian Education Pastoral Care	2
Empower Staff	3
Outreach	4
Diocese	5

### Finance Committee Charge to Leadership Team

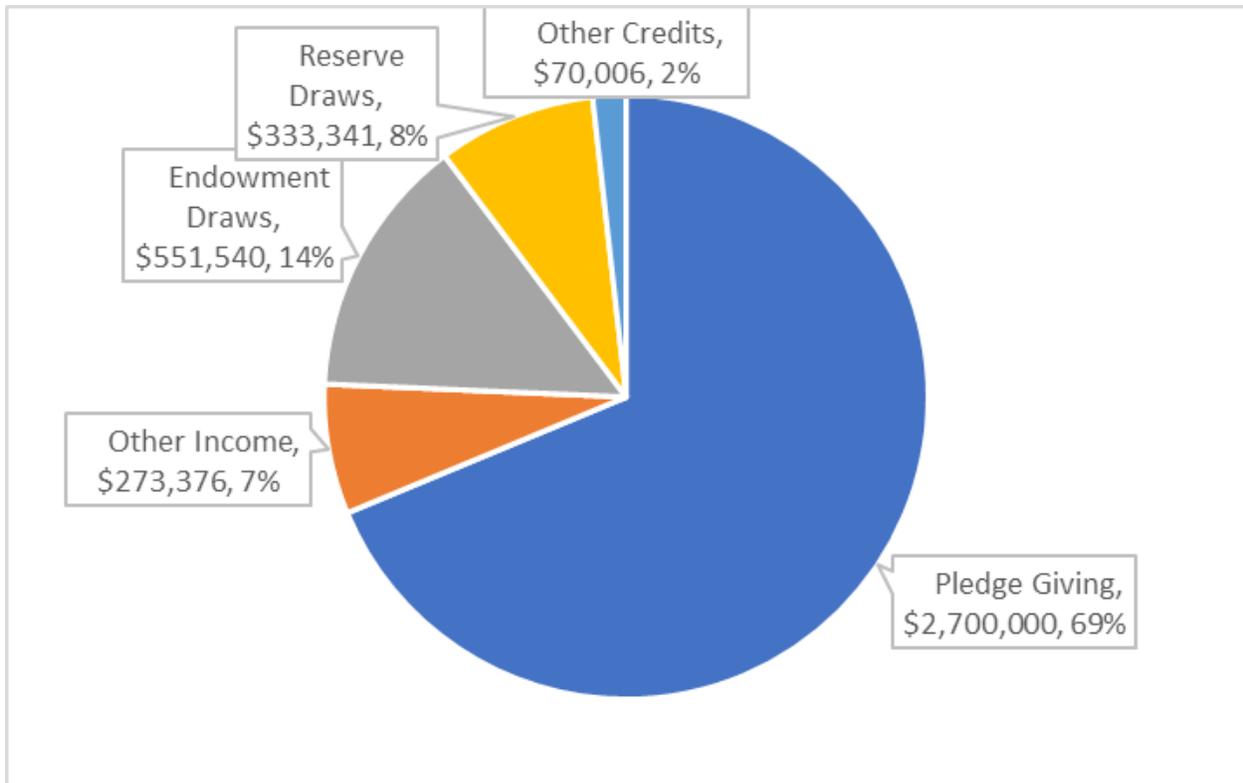
- Budget appears to be meeting priorities.
- Would like to see good platform for text messaging to reach parishioners easily. Could be a tremendous asset for Annual Giving, youth activities, worship schedule, etc. and would touch every area of the church. Look at the new Tithely platform to expand on what is available there.
- Shepherding programs that would be worthwhile.
- Putting 4000 members into small groups would be helpful.
- Reaching out to those coming for baptism to keep them engaged.
- Focus on children and youth programs because this is where a lot of people make decisions to enter the church or to leave the church.

- Outdoor signage is needed to show downtown Greenville who we are and to be invited to visit Christ Church.

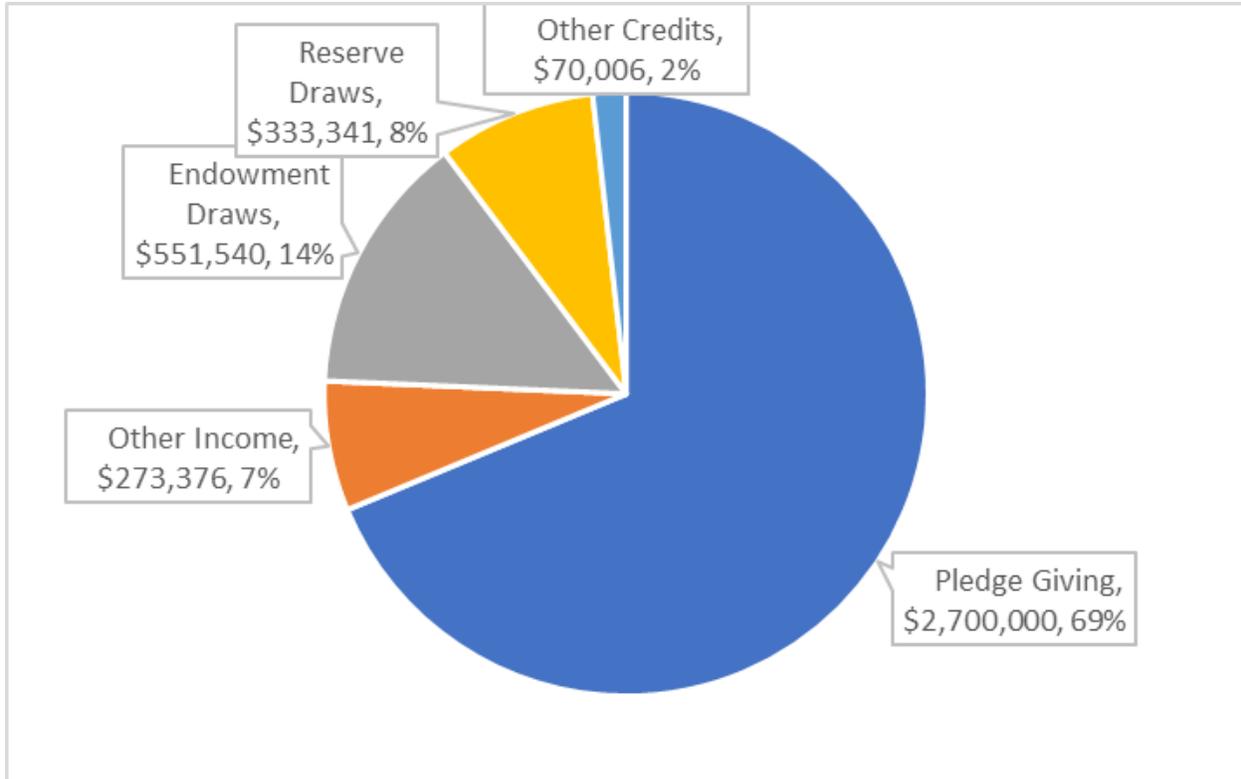
### 2023 Budget Summary

Total Revenues	\$2,973,376
Total Gross Expenses	\$3,919,853
Less: Endowment Credits	(\$551,540)
Less: Reserve Draws	(\$333,341)
Less: Other Credits	(\$70,006)
Total Net Expenses	\$2,975,876
Deficit	(\$2500)
Kitchen Profit	\$2500
Grand Total Net	\$0

### 2023 Income Budget



### 2023 Gross Expense Budget



O. How much of the money being spent is not income and what percentage is government money from covid?

A. For 2023 there is no government funds being used.

Q. What is the amount in reserve?

A. A couple million dollars.

**MOTION:** Paul Landis made the motion to approve the Church Budget that was presented by Chris Klasing. Betsy Elliott seconded the motion. No discussion. All were in favor. None were opposed the motion passed.

Thanks to all for your hard on the budget. There are challenges to be “Welcoming to All,” but we are working on it.

#### Rector’s Report – Harrison McLeod

The Diocesan Convention which took place last weekend was great. Three of our own were elected for positions with the Diocese. Kellie Wilson was elected to be a Delegate to the General Convention, serving a three-year term. Part of what she will do is elect a new presiding bishop. Scott Fleischer and

Norma Givens were elected to the Diocese Council which are three-year terms as well. They will function as the Vestry of the Diocesan. The goal was to get more people involved in the life of the Diocese. Almost all the Delegates were in attendance including Gracen Miller. Christ Church has been asked and we have accepted to host the convention in November 2023.

The Annual Meeting will be taking place next Sunday and we will be filling the time capsule. Julie brought in one of the contributions for the capsule which is a book from the 4<sup>th</sup> and 5<sup>th</sup> graders that will give their version of what Christ Church will look like in 100 years. All parishioners are invited to participate by putting something into an envelope that has been provided that tells their story. We have some to write a letter to recount history. Dena and Nelson have been asked to speak about the pandemic experience. One hundred years from people will know what we faced going through the pandemic we faced. Thanks to Julie and those who helped to coordinate this event for the celebration on Sunday.

- Bill will attend the December 6 staff meeting to go over the Pulse Survey taken by the staff.
- Caroline Avinger will be coming in on November 29 for professional development.
- The Vestry meeting/Christmas party will be held at the McLeod home on Tuesday, December 20
- One of the goals last year was to start the fall but with the re-emergence of covid we had to stop, but this year has been different. With the start of Women's Bible Study, Marriage Workshop, Discovery Weekend which had 18 people in attendance and a variety of services on Sunday.
- One of our challenges has been consistency and communication.
- Pleased with the new hires last year and how they work together with the vestry.
- A new HVAC system will be installed in the Chapel due to a gift.
- Capital Campaign has been put on pause due to the economy.

No questions.

**Chris Klasing** shared a story of about a cashier who works for Harris Teeter. Chris was in the 5:00pm one Sunday and the cashier happened to be at that service. As the cashier was checking him out with his groceries, she mentioned she saw him at church. She let Chris no she was not Episcopalian, but she enjoys coming to all the events at the church offers.

#### **Senior Warden – Dena Benedict**

- Passed out the Hospitality 101 Worksheet that was previously given to vestry to complete and turn in next week to Michelle.
- Thank you for those individuals that supplied the notes for Happening staff and candidates. If you have not had a chance to do those they need to be in Kellie's box by Wednesday.
- We've talked at retreat and several other times about a vestry outreach gathering. Thank you for the support on the events that were done in the past. Last year we gathered on Thanksgiving morning to help deliver food from Project Host to a complex in Greenville. We will be doing it again this year and are asking for you support. We will be meeting at Project Host at 11am Thanksgiving morning and delivering the meals to Legacy Park.
- Berea Middle School is asking for girl's sweatpants. They can be brought to our last meeting of the year to the McLeod's home.

**Update on Annual Giving** – There has been 453 pledges which is 57% of the goal that totals \$1.834 million that is 68% of the dollar goal. The average gift is \$4050. Kristin is working on reoccurring givers LYBUNT (Last Year But Unfortunately Not This).

- No other Sunday morning speakers
- Sending out Sunday Eblast
- Pledge slightly down but money is up.

One of things Dena, Nelson and Harrison discussed is how the vestry has worked as a whole and how each person has worked with their ministry area and to look at what was done in the past and what we can do better going forward. This would come as a recommendation of something that can be done at a retreat. There has not been a date set for the retreat. It should be set by the vestry meeting.

Nelson has accepted to work with Chris Klasing as Assistant Treasurer.

No questions.  
No comments.

#### **Junior Warden – Nelson Arrington**

Going back to the budget for this year they concluded there are somethings that can be done better than what we have been doing. Currently have about \$2 million in excess cash that's on our balance sheet. The original budget had about \$25,000 in interest income, which a year ago would have been generous. We are looking at opening a brokerage account with TD Bank to transfer the money market fund to earn more. That could possibly look like \$50,000 - \$70,000 in additional over forecast budgeted interest income. All involved in this conversation decided it would proper to bring this before the vestry for approval.

#### **MOTION:**

Nelson Arrington made a motion for the Vestry to approve the opening of an investment account so that we can provide better cash management for our excess money market funds that we contribute to the budget. Sam Erwin seconded the motion. All were in favor. None opposed. The motion passed.

#### **Discussion**

TD Bank will process this transaction on our behalf. Nelson is proposing we take the funds and divide them into 3-6-9-12 month treasury bills which will roll off, as the 3 month rolls of it will purchase another 12 months. This will turn into a cycle where the funds will be liquid and earning a reasonable rate of return on the money fund balances. This is an interim term process that we are taking advantage of. This money will make up for any shortfalls that may occur during the year. At the end of the next year and there excess funs the new vestry will re-allocate where those funds will go.

Staff (Leadership Team) and vestry will have their list of priorities and with those excess funds and decide where funds are needed. Anything earned under this investment will be in addition to.

#### **Treasurers Report – Chris Klasing**

- Still running about a month behind
- Will be about \$60,000 over budget but are doing better than they thought

- They have parishioners who come in on Mondays to count the money which allows the Business Office time to do other duties.

No questions.

### **Minutes from October 18 Vestry Meeting**

**MOTION:** Sam Erwin made a motion to approve the October 18, 2022, minutes as presented. Bill Hardaway seconded the motion. There was no discussion. All were in favor. None opposed. The motion passed.

### **New Business**

#### **Additions to Committee Reports**

Sam Erwin – Faith in Action

- Thank you, Kay
- The Rise for Hunger event brought out 275+ people who packed 25,000 boxes of food in 1.5 hours.
- Karen prepared 487 quarts of soup and donated 25 Pastoral Care distribution.
- Thanks to all who participated in the Rise for Hunger event.

Nelson Arrington – Thanks to all the vestry members for their participation.

Julie Haas – Faith Formation

Envelopes for the time capsule need to be turned in by December 15, on the 16<sup>th</sup> it will be installed into the wall. There will be video to add to the time capsule, anyone who wants to be videoed.

The meeting was adjourned with prayer at 6:42 pm.