

Vestry Meeting Minutes
November 18, 2014
Calvary Episcopal Church
Crook Auditorium

Vestry Present: Bob O'Connor, Allison Parker, Charles Shipp, Raymond Spence, Nicky Hitching, Alison Boeving, Celeste Herburger, Hall Gardner, Clay Woemmel, David Leigh, Rose Johnston, Terre Sullivant, James Dowd

Others Present: Katie Owen, Chris Girata, Kathryn Jasper, Jan Gwin, Claudia Haltom

Call to Order: Rev Chris Girata called the meeting to order at 6:03pm

Opening Prayer: Rev Chris Girata

Approval of Minutes: Charles Shipp made a motion to approve October minutes, Hall Gardner seconded

Treasurer's Report : Katie Owen Katie updated vestry members on pledge status: 237 pledges as of today, versus 275 last year, 15 pledges that are returning from two years away, 7 new pledges from people/families, 28 pledges made a reduction, 73 pledges increased.

Katie also reported that revenue is ahead of plan based on unexpected gifts, as well as being due to collecting income for non-church related events using our space. On the expense side of the budget, community service year to date has been over budget (LPS over, HUB asked for grant early).

Referencing the balance sheet, the Bell Tower Loan payments are due by end of the year. We have \$27,000 that we owe on bell tower, we also will begin paying on capital campaign at end of year.

A new boiler was installed in basement as a part of the insurance replacements after the flooding.

Terre Sullivant made a motion to approve the Treasurer's Report, Allison Parker seconded. The Treasurer's Report was approved.

Work Committees Report:

Senior Warden/Administration Report: Hall Gardner

Hall established that the goal of work committees this month was to identify progress on goals for each committee and establish next steps for 2015.

For the Administration Group, Hall identified goal one (continued deterred maintenance) as almost complete based on work over the course of the year. Goal three will be complete with the incoming year as we move to an accrual system. Goal Four (adopting a comprehensive personnel compensation plan) has been addressed and will continue in Q1 of new year. A Mutual Ministry Review (goal five) was completed and will be published and distributed by year's end.

Buildings and Groups: Charles Shipp

A comprehensive analysis of all of our heating and air system with a five-year plan to replace all our systems has been completed with the help of parishioner Daniel McKee. A budget was put together for an overhaul of buildings and grounds for 2014 - year to date, we have spent \$365,375, including a new heating and air system for the "new" building. There is an estimated \$377,200 of outstanding work that remains to be done over the next several years. Charles identified 2015 immediate goals to be 4th floor and boiler system, \$22,000 to be spent on professionally waterproofing the courtyard and replacing the awning in the Calvary

alley due to holes from the First Methodist fire. Charles assured that there is a solid plan in place for Buildings and Grounds and we are making progress for our overall goal.

Columbarium: There are several issues with the columbarium (installed in 1985). Initially, a lot of extra granite was ordered to take care of breakage, but broke in storage, and the replacement stone does not match the initial order. Additionally, inscriptions on the granite have been done by several different companies due to companies going out of business over the years, and therefore the inscriptions do not match. Another issue is that inscriptions are gold-leafed and need to be maintained over time. The structure of the columbarium has system of clips that have been screwed in too tight in some cases, causing damage. Buildings and Grounds went back to the original contractor who installed the columbarium and created a plan to repair the clips, replace granite with a black granite that will continue to be able to match over time, allowing for consistency, install new fronts for the entire columbarium, and made new contract for engraving with a company that allows for new engraving on new granite. The steel beam may have structural issues due to water damage - we will know more as the work is done. Within the next few months, work will be done to correct issues with columbarium. Marketing will be done to sell the remaining spaces (18 total) and once work is complete, the proceeds go to the Endowment, as Endowment owns the Columbarium. Additionally, there are 40 plaques available that are not sold and will be offered. Endowment does pay for repairs on the columbarium, and the motion made online to the vestry will allow the Endowment Committee to make repairs. At the date of the November Vestry meeting, the motion was approved online and the granite has been ordered (at a discount due to an existing order from another church).

Formation Group: Allison Parker -

Formation succeed in completing all of their goals thanks to the hard work of Calvary laypeople, Hilary Chipley, Kayla, Ben Robertson, and the Children and Youth committee. Kayla has set up monthly benchmarks and outings. Evidence shows Kayla has been well integrated into the community (goal one). The bible small groups have grown and thrived this year (goal two). Participation in formation (goal three) has been up from year prior consistently each Sunday this fall. In the coming year, formation can address the lay membership of the CYC and the Adult Formation and how to govern and rotate membership on these committees and continue to engage the leaders and empower them. Staffing to replace Ben Robertson's position should be addressed in early 2015 with an eye towards the impact on formation for the church.

Ministry: Clay Woemmel for Leslie Atwood Smith -

Goal one for the Ministry Group was to make a recommendation for Memphis Magdalene Project - throughout the year, progress has been made on this goal, including Scarborough Fair and the Cordova bee hive, and Eyleen has provided a report on Lives Worth Saving, an outgrowth of the Memphis Magdalene Project. Goal two (to explore options for Veterans outreach) was researched and discerned to be addressed already in the community. Goal three (explore options for HUB volunteer activity) was addressed by Chris Girata as a HUB board member. Chris expressed that the HUB has moved in a good direction with the hiring of Kim Moss. Kim's position is fully funded for three years beginning January 1, 2015 through grants, allowing the HUB to explore funding options in order to move forward in their ministry.

Clergy Reports:

Eyleen Farmer (Chris Girata reporting for Eyleen) - Chris reviewed the Lives Worth Saving handout for Eyleen (who was out of town). Lives Worth Saving will begin in early December after research and planning over the course of the past year. Amy Weirich, District Attorney, approached Calvary about hosting the Lives Worth Saving program for the District Attorney's office with the cooperation of judges and the legal community. Opportunities for service will include lunch during the day (volunteers prepare and serve lunch to the women participating) and gift bags will be assembled (toiletries, etc) and given to the women. The program has demonstrated success in Nashville based on the decline in repeat offenders with a meaningful impact on the lives of the participants. This is also an opportunity to begin a relationship with the women if Calvary decides that a meaningful ministry will be social entrepreneurship as a way for these women to make a living. Allison Parker asked that the project be communicated in advance to Calvary Place families.

Rector's Report – Chris Girata:

Calvary Working Groups: Chris distributed a chart that outlines the three working groups (commissions) and included the different committees under each of the various commissions. Chris requested that each of the Vestry members review the chart and bring edits/suggestions back in December. Additionally, Chris requested considering tweaking the role of the three Vestry commissions in 2015 to include each commission working with their committees as a team to work with and support the committee chairs and make sure the transition process goes well, including identifying and recruiting the next year's chairs. Another goal would be to create manageable terms for specific roles like Treasurer so that leaders can commit to the role with a reasonable expectation for number of years served. The Vestry Commissions (formerly known as Calvary Working Groups) will also continue to have working goals that they address throughout the year.

Gathering of Leaders Conference: Chris attended a conference last week in Texas, group formed as a way to share good news and ideas among clergy. Chris was asked to present at the conference – he shared our model of aligning our formation this year under one umbrella topic and found that attendees reacted very positively to the ideas shared. Chris felt this demonstrated our ability for Calvary to be a resource to the community, locally and nationally.

New Vestry Orientation Dinner: The Governance Committee, under Mike Nelson, created a new schedule for electing vestry in October, orienting in November, and attending a meeting in December. The new vestry orientation dinner was held last week and was successful. The intent is for new vestry to be ready to serve and work in January to avoid the onboarding gap of the past. In December, wardens for 2015 will be proposed and elected. A Senior Warden (3), a Junior Warden (2), and a Warden at Large (2) will be elected. For the first year class, there will be no particular Warden at Large, instead the first year class will rotate through the Warden's Committee and learn over the course of the year.

Macro Goal for 2015: Chris recommends that the 2015 Vestry needs to make a decision on where Calvary wants to be in 10-15 years and make progress towards that goal with intentionality. Chris stated that based on church research, churches with 1200 members are not able to sustain that size because of expectations for resources that cannot be funded at that parish level. Therefore, Calvary can intentionally choose to grow or intentionally choose to be smaller based on what kind of church the Vestry members want Calvary to be in 10-15 years. Before we begin budgeting for 2015, the decision to grow or be smaller needs to be made so that resources can be allocated and prioritized, as well as allow for goals on how we want to work and engage people in the church. Chris added that not making a decision means choosing to be smaller because of the lack of sustainability of the current format. Chris emphasized that either church would be an excellent church, that it entirely depends on what members want to do for our future.

Hall Gardner: Budget and Finance will present a preliminary budget to be discussed at the December Vestry meeting. Vestry will be able to ask questions and make recommendations on the budget plan, allowing for small tweaks before voting on the budget at the January retreat for final approval.

Adjournment: Charles Shipp made a motion to adjourn, Clay Woemmel seconded. The meeting was adjourned at 7:26pm

Warden's Committee Meeting Sign-up:

Dec 9: Alison Boeving & Clay Woemmel