

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

Vestry Present: David Leigh, Nicky Hitching, Charles Shipp, Leslie Smith, Hall Gardner, Mike Nelson, Terre Sullivant, Raymond Spence, Rose Johnston, Allison Parker, Alison Boeving, Clay Woemmel

Others Present: Rev. Chris Girata, Rev. Ben Robertson, Rev. Eyleen Farmer, Katie Owen, Celeste Herburger

Call to Order: Rev. Chris Girata called the meeting to order at 6:04 p.m.

Opening Prayer: Rev. Eyleen Farmer opened the meeting with prayer.

Approval of Minutes: The minutes from the January vestry meeting were approved.

Treasurer's Report: Katie Owen presented the February 2014 comparison of actual income and expenses to budgeted income and expenses. She announced that we are slightly under budget for the first two months of the year. She announced that we have received the \$100,000.00 check from our insurance company, which was sent to cover initial flood recovery expenses. New replacement equipment has been ordered. A temporary AC unit will be installed until new equipment is up and running in approximately six weeks.

Working Group Reports:

Formation: Team Leader Allison Parker announced that the Formation Committee planned to meet with Rev. Chris Girata immediately following the vestry meeting.

Ministry: Team Leader Leslie Smith announced that the Ministry Committee had not met since the last vestry meeting. Rev. Eyleen Farmer announced that energy in the Calvary community is picking up to support moving forward with the Memphis Magdalene Project. There is now much greater awareness of Thistle Farms and Becca Stevens' ministry since Becca's 2012 visit to Calvary. Three will attend a work day at Thistle Farms in April, and Jill Piper will host two gatherings between now and May 1st for those interested in being a part of the Memphis Magdalene Project. Eyleen shared that there is another initiative to support this ministry in Memphis; thoughtful consideration will be needed to decide how to best combine efforts with this other party.

Administration/Senior Warden's Report: Team Leader and Senior Warden Hall Gardner reported that RSI Stewardship will conduct the Stewardship Meeting for the Diocese on May 17th. Hall will attend the meeting, along with clergy members and members of the Development Committee. The meeting will offer a session from

7:30-8:45 for churches looking toward a capital campaign and a second session from 9:00-12:30 to discuss general annual stewardship.

Hall reported that communication with Giles Coors, leader of the Endowment Committee, has confirmed that Calvary's 2014 budget shows accurate interest payments and that church records match endowment records. Ken Clark has provided documentation for the Endowment Committee, and there is a new document that requires the vestry to formally request funds from the endowment. Hall announced that the Budget/Finance Committee is being re-established and will be chaired by Gary Wilson.

Hall confirmed that Mutual Ministry Review will take place this spring, starting with a group of take-home essay questions for vestry members. Essay questions will be ready in time for April's meeting, and answers will be discussed at May's meeting. Allison Parker requested the questions to be circulated electronically, and Clay Woemmel offered his assistance with doing so. Rev. Chris Girata added that this should prove to be a very worthwhile strategic exercise to help us set goals, explicit expectations, priorities, and limits.

Hall reported that we have completed our parochial report and that the Budget and Finance Committee was careful to make sure that the correct assessment payment was made to the Diocese.

Hall reminded vestry members that they will serve as volunteer waiters and waitresses at Waffle Shop After Dark on April 2nd from 5pm-6:30pm. Renee Miller will be the speaker that evening. Hall also reminded vestry members to take advantage of sitting at the Speaker's Table in the vestry member's spot. One spot at the head table is reserved for a vestry member every day of LPS. Vestry members may reserve the spot by contacting Mary Baird (mbaird@calvarymemphis.org).

Clergy Report: Rev. Chris Girata reminded the group that Rev. Ben Robertson is now overseeing Formation and Worship and that Rev. Eyleen Farmer is now overseeing Ministry and Pastoral Care. The division of responsibilities among the clergy now reflects the three working groups of the vestry.

Rev. Ben Robertson announced that the clergy will teach a class for adults about Holy Week, during the formation hour on April 6th. Chris added that this will be a wonderful way to help people understand how all of the Holy Week services connect to each other, and it will encourage people to travel the whole journey of Holy Week together, through participating in all of the services, a profound experience. Preparations are well underway for Holy Week and Easter services. Two services will be combined into one service on Good Friday. St. Peter's Catholic Church and Calvary will host the Easter Vigil Service. Trinity Lutheran Church will not be able to help host this year, as they have in years past, but they will participate. First Presbyterian and First Methodist will also help to promote the Easter Vigil service.

Easter morning services will be offered at 7:30, 9:00 and 11:00. The 7:30 service will be similar to the typical 8:00 service with added music. Both 9:00 and 11:00 services will have special music, brass, and children's chapel; the 11:00 service will also have some chanting and possibly some incense. Flowering of the cross will take place at all three services.

Ben announced that he is working with five couples for pre-marital counseling. Between Ben and Chris, there are over a dozen weddings on the 2014 calendar! Lastly, Ben announced that April 15th will mark the beginning of the interview process for our new youth minister through CYMT and that he will host a parent meeting on April 27th.

Rector's Report: Rev. Chris Girata announced that the Development Committee is in the process of completing the recruitment of committee members. In addition to overseeing stewardship, the committee plans to oversee memorials, gifts to the church, estate planning, and program-specific gifts. Having plans in place for program-specific gifts will make it easier for those outside the parish to support programs, which are specifically meaningful to them. Chris also announced that the Personnel Committee is in the process of designing good plans for compensation. With the 2014 budget changes, it will be possible to implement a bonus structure (only certain positions will be eligible for bonuses) so that not all employees will go a 5th or 6th year with no adjustments to compensation. Chris reported that he, Ben, Eyleen, and Katie attended the Consortium of Endowed Episcopal Parishes in Atlanta and that the conference proved to be quite helpful. They were able to share information and see what other churches are doing well such as stewardship. Though the conference is geared toward clergy and personnel, there are opportunities for vestry members, as well. Next year's CEEP will be in Florida at the end of February. Chris announced that he had attended the first official Convention Planning meeting for the convention to be held at Calvary in November 2014 (the week before Thanksgiving). Eric Law, an authority on racial reconciliation, conflict resolution, and system dynamics, will be the keynote speaker. Chris explained that the convention could be a wonderful resource for Memphis and that we could bring in city officials and/or other non-profits to harness the energies of these gathered Episcopal churches toward a shared goal. Chris was energized by the possibility of making this convention different and capitalizing on its potential to *do something* to make a difference in our city.

Chris announced that LPS is available online, both in audio and video formats. He reported that everything has been running smoothly with all parts of the LPS, attendance has been very good, and committees have had great communication. Chris reported that we have contracted with Drew Smith to get audio/video footage of LPS. Drew will record stories of what LPS means to Calvary, and his recordings will allow us to share the heart of LPS with the Memphis community as we promote it next year. Jan and Carla Gwin's daughter, Katie Jenkins, donated her time and talent to create the Calvary LPS flyer, using graphics from the Mural Room and taglines that will be recognizable advertisement for LPS from this year forward.

Interestingly, Chris shared that we are one of three churches in the country who host a LPS, along with St. Paul's in Richmond, VA and Cathedral of the Advent in Birmingham, AL.

Lastly, Chris announced that the second Sunday evening worship service was a fantastic success. Singers joined the band, energy was great, and attendance was increased. Sunday evening services will continue to be once a month through August, with a possibility of going weekly in September. The evening service has been appealing to a new group of people; the next one is scheduled for Palm Sunday (April 13th).

Old Business: Katie announced that the Hospitality Hub and Calvary Place have not responded to their lease agreements, which have been submitted to them for approval. Mike Nelson announced that the Vestry Practices Committee, comprised of Allison Boeving, Allison Cates, Bob O'Connor, Drew Smith, and himself, had a great meeting last week. Rev. Chris Girata also attended the meeting. The committee is in the process of sending a questionnaire to other parishes, asking them to share their vestry-related practices with us. Chris added that they are entertaining the idea of quarterly parish meetings in order to communicate information to the parish (including the sharing of financial information) more frequently than in the past, when there has been only an annual parish meeting. If vestry elections are changed to take place in the fourth quarter, a structure of quarterly parish meetings would better coordinate with this change.

New Business: none

Adjournment: The meeting was adjourned at 7:04 p.m.

Respectfully submitted,

Celeste Herburger, clerk