

**Vestry Meeting Minutes**  
**August 20, 2019**  
**Crook Auditorium, Calvary Episcopal Church**

**Vestry Members Present:** Peg Wahl, Kim Kitterman, Madge Deacon, Heidi Rupke, Sarah Ball, Lisa Buckner, Bailey Bethell, Les Smith, Hank Word, Nancy Manire, Ginny Strubing,

**Vestry Members Absent:** James Aldinger, Gail Harrell, Ed Thorpe, John Webb

**Clergy Present:** Scott Walters, Amber Carswell, Paul McLain

**Others Present:** Steve Smith, Charles Shipp, David Lusk

Scott Walters called the meeting to order at 6:00 p.m., and Madge Deacon opened with a prayer.

**Discussion of Master Plan: Charles Shipp, David Lusk** Charles and David reported that the last renovation of the church building was 30 years ago. It is now time to make the building “right.” They have interviewed staff and other groups to determine priorities and visions for it. Among the current deficiencies are lack of meeting space and classrooms, the kitchen, the parking lot entrance and the invisibility of church offices. Scott emphasized the desire “to make the building work for our ministry.” Charles and David asked the vestry to empower the master plan committee to interview architects and subsequently hire one to create plans for the renovation. Hank Word made the motion; Madge Deacon seconded. The motion passed unanimously.

**Approval of Minutes: Terre Sullivant**

The July minutes were approved. Ginny Strubing made the motion, and Lisa Buckner seconded.

**Treasurer’s Report:** The financials were distributed to the vestry. Tony Graves reported (on basecamp) and Steve Smith reiterated, that there was a positive variance in revenue (\$93k) and expenses (\$53k), which totals \$146k in positive variance to budget year-to-date. The actual financials are flat year-to-date through July, which is good since we typically run at a loss in the summer as pledge payments and plate are slow. We typically make up for it in the fourth quarter as a lot of pledge payments come in during the holidays. Our forecasted budget is flat for the year.

A Calvary endowment committee meeting was held a few weeks ago and progress was made on several projects: 1) The plan to diversify our equity investments by reducing overall exposure to Longleaf Funds was approved. This process began last year, and this is the second step in that process. 2) The committee reviewed the latest draft Investment Policy Statement and a third version will be sent out for final comment next week. A new IPS will be finalized and adopted at the committee’s October meeting, and a final copy of the IPS will be provided to the vestry members. 3) Hall Gardner and Katie Owen were commended for a tremendous job documenting the many donor designated funds administered by the endowment (funds for the homeless, etc). An opportunity has been identified to move accumulated gains from a management designated fund for seminarians to fund a “Reserve Fund for Maintenance” for the building. The

principal gift will be placed in the general endowment, but the committee is free to designate the earnings for other purposes given the management designation (versus donor designation). Hopefully, these funds will grow to ultimately provide Calvary with a maintenance reserve large enough to avoid a campaign to make larger repairs (i.e. the Bell Tower). 4) The 2018 Endowment audit is almost complete, and there are no issues.

**Rector's Report:** Scott reported on his Sante Fe trip. LPS planning for 2021 is underway. He and Amber discussed this fall's Christian formation offerings. He informed the vestry of the possibility of using a recent general bequest to Calvary for capital campaign up-front expenses. He announced that Presiding Bishop Michael Curry has invited churches to take part in a national action to remember and honor the first enslaved Africans who came to American in 1619 by tolling their bells this Sunday. Calvary will participate.

**Senior Warden Report:** Peg reminded the vestry of "Baseball with the Bishop" this week. She asked that ideas for vestry nominations be put on basecamp. The nominations committee will meet next Monday.

**Old Business:** Heidi Repke distributed a ministry check-in list for the vestry. She will post simple questions on basecamp to ask ministry leaders over the phone or in conversation. Reports of the check-ins should be three paragraphs or so. They will be compiled into a document.

**Adjournment:** Scott adjourned the meeting at 7:22.

Respectfully submitted,  
Terre Sullivant, Clerk