

Vestry Meeting Minutes
October 20, 2020
Via Zoom

Vestry Members Present: Kim Kitterman, James Aldinger, Lisa Buckner, Madge Deacon, Bailey Fountain, Will Hayley, Kathryn Jasper, Nancy Manire, John Owen, Heidi Rupke, John Webb, Anna Kathryn Word

Vestry Members Absent: Ginny Strubing, Edwin Thorpe, Laura Trott

Clergy Present: Amber Carswell and Paul McLain

Clergy Absent: Scott Walters

Others Present: Julie Bethell, Tony Graves, Steve Smith

Call to Order: Kim Kitterman called the meeting to order at 6:05 p.m.

Prayer: Will Hayley led us in prayer.

Approval of Minutes: Kim Kitterman
The September vestry meeting minutes were approved.

Financial Report: Tony Graves and Steve Smith

Income: Our budget is allocated throughout the year by looking at 5 years of historical giving of pledged amounts. We are currently \$18,000 over our year-to-date historical numbers. Month-to-month pledges in hand is hard to predict year to year, but up until September, we have been pretty close. The \$200,000.00 PPP money is not included in our revenue as of now.

Expenses: Tony stated that our broadcasting-related expenses/investments are higher this month, and he added that those expenses are well worth the investment. The expenses we are incurring for the work on Calvary park are shown in Community Service expenses. We will be reimbursed for these park expenses by the grant as we turn in our receipts.

We are in a great position heading into the 4th quarter, since 4th quarter pledge payments are usually strong. Because of our good financials, we will have flexibility regarding what to plan to do with surplus.

When we renovated the building that is now the Grizzlies Prep 5th grade building, we took out a loan with 1st Tennessee for the approximate \$600,000 renovation cost. Calvary owes approximately \$300,000, and Grizzlies Prep owes approximately \$300,000 that it is paying to us through their rent. We want to keep Grizzlies Prep on campus. Our current

plan is to pay off that loan with Capital Campaign money. At the end of 2020, with our extra cash, we will have the flexibility to discuss that loan.

On Oct. 29, the Finance Committee will meet to discuss financials, including the recently received grant and the 2021 budget.

On Oct. 27, the Endowment Committee will meet. The endowment is in a good position due to investment performance. The committee will discuss the 3rd phase of the investment reallocation plan. Tony noted that Will Hayley and John Pettey have been very helpful.

Steve asked for approval of our 2021 pledge to the diocese for \$217,287.00. Motion was made and approved by the vestry.

See also September Revenue and Expenses Report, September Balance Sheet, and Calvary's 2021 Pledge to The Episcopal Diocese of West Tennessee on Basecamp.

The Financial Report was approved by the Vestry.

Rector's Report: See Scott Walters' October Rector's Report posted on Basecamp.

Discussion regarding Hospitality Hub:

-Kim Kitterman sent Christine Todd notes from the vestry's Sept. meeting brainstorming session regarding the idea of the Hospitality Hub building being used by various congregations to host Room In the Inn guests. Christine noted that RITI has been hosted for years without hiring security. The hosting congregation would clean up after hosting, and our staff would probably clean the building once per week. Christine Todd is temporarily calling the building the "Calvary Welcome Inn." Christine also stated that to do a food pantry in the space, we would need a person willing to run it. Christine is thinking of what we can do now with the Hub building, before the Master Plan, with little investment.

-Will Hayley noted that the Hub building is in bad shape, and it will take some money to bring it up to speed.

-Nancy Manire noted that laundry services are needed for our homeless population. Possibility for Hub? Due to lack of available laundry facilities, the clothes we provide on Sundays through our clothes closet ministry are often thrown away after a couple of weeks. Nancy has mentioned the possibility of renting mobile clothes washing units/trucks.

Warden's Report: Kim Kitterman

Question regarding vestry meetings – resume in-person meetings?

-Kim asked our feelings. Ideas included outside and dual (in-person/Zoom) meetings. Steve noted that outdoor heaters have been ordered for Calvary Park. Amber noted that staff meetings have been held in the Great Hall. John Webb mentioned the idea

of a dinner meeting. Kim noted it would be nice to do an in-person meeting before some members roll off the vestry.

Decision: The November 17th vestry meeting will be held in the Great Hall with Zoom capability.

Annual Giving Update: Kim Kitterman

Our Annual Giving Kickoff was held October 4th. Robyn Banks' direct mail piece was great.

All Saint's Day service on Nov. 1st will be held at the Levitt Shell. Staff and annual giving committee have met there to plan the service and lunch after the service. Some slots are still available online to sign up and attend. This will be the biggest gathering for Calvary since COVID began.

We will also have speakers talking about annual giving during the next few Sunday services.

Adjournment: Kim Kitterman

The meeting was adjourned at approximately 6:55 p.m.

Respectfully submitted,
Julie Bethell, Clerk