

**Calvary Episcopal Church
Vestry Meeting Minutes
December 18, 2020
via Zoom**

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

Vestry Members Absent: Kathryn Jasper and Ginny Strubing

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

Others Present: Tony Graves, Steve Smith, David Cocke, and Julie Bethell.

Call to Order: Scott Walters called the meeting to order at 6:00 p.m.

Prayer: Anna Kathryn Word led us in prayer.

Approval of Minutes: Scott Walters
The November vestry meeting minutes were approved.

Financial Report: Tony Graves and Steve Smith

Tony Graves reviewed the October, 2020 Revenue & Expenses Report Summary. Revenue through October looks very good. The Foundation gift was larger than expected this year. Expenses are slightly lower than budgeted, partly because many parts of our building are not being used currently.

Year to date, we have collected approximately \$967,000 in pledges. We had budgeted \$965,000 for pledge income.

We do not have the November, 2020 financials to review tonight, due to the large amount of accounting time that the CARES Grant and 2021 Budget has taken this month. November pledge revenue will be understated and December pledge revenue will be overstated due to timing of posting. The November numbers will reflect that fact that for the CARES Grant, we must spend our own money for items covered by the grant and then get reimbursed by the Grant.

In a few weeks, we will be invited to apply for PPP forgiveness by our bank.

Our 2020 Parking Lot income will be approximately \$6,000.00 below budget at year-end, due to the forgiveness we extended due to Covid.

The October, 2020 Financial Report was approved by the vestry.

Tony and Steve then introduced the working proposed 2021 budget. Tony thanked Steve for preparing this working budget while also administering the CARES Grant. Details of this working proposed budget were reviewed. Numbers of this working budget are changing daily because 2021 pledges continue to come in.

Tony and Steve will present the final proposed 2021 Budget at the 2021 Vestry Retreat.

Rector's Report: Scott Walters

Tennessee CARES Grant Update: We became aware that there was additional CARES grant money available. We made an additional grant proposal, and as a result, our CARES Grant was increased. Our total grant is now \$400,000.00.

Calvary Park Update: Work on our Calvary Park is progressing. Big thanks to Brett Norman for his help in making the CARES Grant work.

HUB Building: John Pruett is working on this project with us. He had the group who worked on the Grizzlies building come look at the HUB building. The Fire Marshall will also be inspecting the HUB building. There is no proposal yet.

2021 Vestry and Vestry Retreat: Scott noted that this is the last meeting for our third-year vestry members and thanked them for their service. For 2021, James Aldinger has agreed to serve as Senior Warden, and Anna Kathryn Word has agreed to serve as Junior Warden. Laura Trott has agreed to serve as Warden at Large. Madge Deacon has agreed to serve as Clerk. Scott mentioned the Barth House or the Great Hall as potential sites for the Vestry Retreat. Or perhaps housekeeping Zoom meeting in January and then plan a retreat for February.

Discussion: Breakout Groups – 2020 Recap: Scott Walters

We broke into groups to talk about big events of each quarter in 2020. We then reconvened and shared these items, among others:

1st Quarter 2020: Vestry Retreat; shutting down of church services and LPS/Waffle Shop

2nd Quarter 2020: online services; online morning and evening prayer; poignancy of Easter service online

3rd Quarter 2020: Calvary Park and CARES Grant; videography more and more professional

4th Quarter 2020: glorious All Saints' Day service at the Levitt Shell; confirmation on Dec. 13th with Bishop Phoebe Roaf; AIDS banner hanging - normalcy!; possibility of Christmas Eve service at the Levitt Shell

Additional items: Scott Walters

Scott met with Noah Glenn regarding possible video of upcoming Annual Meeting.

Scott reported that the Levitt Shell signup for the Christmas Eve service is full. The later Christmas Eve service to be held inside the church is not yet full. It is clear that people feel safer attending outdoor services.

Madge Deacon reported that Thistle & Bee bought a house and that tomorrow is move-in day. The purchase of this home will double the number of women who can be housed. Madge thanked Calvary for its help to Thistle & Bee.

Adjournment: Scott Walters

The meeting was adjourned at approximately 7:00 p.m.

Respectfully submitted,
Julie Bethell, Clerk