

Vestry Agenda and Minutes
Tuesday, September 21, 2021
ZOOM Meeting – 6pm

Reminder: Vestry meetings will be via ZOOM through at least September

In Attendance: Scott Walters, Will Hayley, Kathryn Jasper, Zach Ferguson, Anna Kathryn Word, James Aldinger, Bailey Fountain, Paul McLain, Jerry Scruggs, Nancy Manire, Steve Smith, Laura Trott, Lisa Buckner, David Cocke, Ginny Strubing, Madge Deacon

Call to Order **6:03 pm** **Scott**

Opening Prayer **6:03 pm** **Lisa**

Poem about an informal conversation with God, and a Daily Devotional reading

Approval of August Minutes **6:05 pm** **Scott**

Ginny and Anna Kathryn moved approval; unanimous

Financial Report & Diocesan Pledge **Tony / Steve**

- **Tony's Financial Report pre-meeting notes to the Vestry (Accompanied the Financial Report Documents)** . . . We paid \$100k down on the Grizz Prep loan in August. That is reflected on the balance in the cash balance and the loan balance. Depending on year-end financials, we hope to do another \$100k in December.

Monthly #s are a little distorted based on timing issues. A few examples include:

- August Endowment payment was received in late July, so the item was over budget last month and under budget this month
- Some lay staff expenses for benefits, etc were paid in September but budgeted for August
- Property Taxes were budgeted for August but were paid in September
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The important #s to focus on as we move through the year are year-to-date. Revenue is ahead of budget by \$179k. That is due to the \$200k in TN Care Grant reimbursements. If you back that out we are behind budget by ~\$20k. Some categories are ahead, some behind. The shortfall is due to pledge payments being behind budget by \$65k. As I have stated before, budgeting the actual timing of pledge payments is impossible. Quarterly statements will go out in early October, which help remind folks where they are on individual pledge payments. Also, the annual giving push helps. If these don't spur a pick up, we will send a friendly reminder from me and/or Scott. Still not worried here, but we are paying attention.

The biggest # in the expense category that is obvious is the **unbudgeted** line item for the Hub renovations. That falls under "Other Community Service" in a sub-account titled "Outreach Initiative - Hospitality". The total on the Hub is \$65k through August and was purposely unbudgeted in the operating budget. We had other savings that somewhat offset it, but the category is \$45k off budget in total due to the Hub. The total budget for the project was ~\$200k (vs ~\$200k in PPP proceeds). The "Other Expense" category is behind due to the unbudgeted "Waffle Shop Expense". As a reminder, we do not budget for revenue or expense with Waffle Shop. In '21 it was ~\$22k in revenue vs ~\$17k in expense.

The budget process for '22 will begin soon. Scott, Steve, and I will take a first stab and run it by the Finance Committee before bringing something to the vestry in November. I can't believe it is that time of year again.....

Happy to address any questions. Have a great meeting.

- **Vestry meeting discussion points re: the Financials:**
 - Discussion of Calvary's payment of City Property Taxes – why, if we are a total non-profit organization? This question is being explored with City Tax Attorneys. . . Taxes are in some way associated with our association with Grizzlies Prep and with our Parking Lot Revenues . . .David's law firm specialize in tax laws and can help with this investigation.
 - Hub repair figures include A/C and Roof repair. Matt Seltzer is providing pro bono architectural drawings. Current work is focused on keeping the building secure and adding showers with the hope of offering space to RITI for November. . . Zach asked if a/c filtration is being increased to meet COVID requirements. Scott said he would investigate.
 - Diocesan Pledge – overview provided by Scott . . . based on 10% of Operating Income of \$227,464. 10% is lower than most dioceses. Will and Anna Kathryn moved approval of the pledge payment. Unanimous.
 - Lisa and Laura moved acceptance of the Financial Report. Unanimous.

Discussion: Overview of Welcome Sunday (9/12) 6:21 pm All

- **David** – Greeters . . . not that many new people on this particular day; welcoming “the regulars” is very important . . . Ebet wants more folks to sign up as greeters
 - **Madge & others** – As the Greeter team is formalized, we need to go back to just four ushers on the weekly ROTA. Having “Usher Greeters” and “Greeter Greeters” is unnecessary.
- **Jerry** asked how the new Sunday morning schedule is being received . . .
 - **Madge** said the Formation Hour attendance has increased each week since it began
 - **Laura** said attendance for Children’s Formation Hour was small but solid
 - **Anna Kathryn** commented on how great it is to have EYC right after the 10:30 service . . . convenient for students and for parents
 - Although previously discussed, there was not an Online Coffee Hour on Welcome Sunday
 - **Scott** said we continue to work to meet people “where they are” and to pivot when necessary

Rector’s Report 6:33 pm Scott

- **Review of written report posted on Basecamp in advance of meeting (attached to Minutes)**
- **Discussion Points:**

- **Cathedral / CP partnership possibilities** – win/win situation – options being considered
- **100 North Main Building Committee Meetings & 3-Dimensional Calvary Plans shown and discussed**
 - Jerry asked how we ensure being a dynamic part of a new downtown community as our entire surroundings continue to be transformed
 - Anna Kathryn made comparison to Temple Israel’s decision to be part of the Crosstown Concourse community (in addition to their East Memphis location), and suggested we have conversations with them about that partnership and how it has worked
 - Laura suggested revisiting the visioning statements and renderings shown at the 2019 Vestry Retreat held at Crosstown Concourse
 - All were very excited by renderings Scott displayed on ZOOM screen of proposed changes and upgrades to Calvary building and complex
- **Annual Giving**
 - Margaret McLean is the behind-the-scenes campaign coordinator
 - Campaign launches with All Saints luncheon, November 7th
 - Vestry members are encouraged to be part of the Annual Giving Committee

Vestry Nominations

7:05 pm

James

- Time to develop slate for new Vestry members
- Slate should be representative of the entire congregation and have skills to compensate for those of retiring Vestry members
- Message will be sent to congregation requesting nominees
- Committee will review all nominees and compile a slate of five to be elected together

Vestry “Check-In Calls” with Congregation

7:08 pm

Laura

- Looking for opportunities to connect with parishioners about various Calvary ministries
- Haven’t done “check-in calls” since beginning of COVID lockdown
- Anna Kathryn discussed Harry’s positive experiences as a new member of EYC, and wants to share these experiences with parents of EYC-age children
- Laura / David / Anna Kathryn will reach out to Ebet to identify ways to sort through the Calvary Directory by various demographic categories

Adjourn

7:23 pm

Respectfully Submitted,

**Madge L. Deacon
Vestry Clerk
Calvary Episcopal Church**

Vestry Shared Values

Caring for All

Vibrancy

Courage

Heritage