

**Vestry Minutes**  
**Tuesday, June 20, 2023 . . . Calvary Episcopal Church - 5:30 pm**

**Attendees – Greta, David, Clay, Franklin, Cathy, Katherine, Chloe, Brennan, Ben, Shannon, Jessica, Erik, Scott, Steve, Zach, Elizabeth, Madge**

**Opening Prayer – Clay Woemmel**

Book of Common Prayer – 62 – A Prayer Attributed to St. Francis  
*Lord, make us instruments of your peace. Where there is hatred, let us sow love; where there is injury, pardon; where there is discord, union; where there is doubt, faith; where there is despair, hope; where there is darkness, light; where there is sadness, joy. Grant that we may not so much seek to be consoled as to console; to be understood as to understand; to be loved as to love. For it is in giving that we receive; it is in pardoning that we are pardoned; and it is in dying that we are born to eternal life. Amen.*

**Approval of May Meeting Minutes**

**Scott / Zach**

Zach and Clay moved approval - unanimous

**Budget Review and Financial Report**

**Erik / Steve**

Review of Cap Campaign Report

Review of Balance Sheet and Income Statement

Discussion of Quarterly reminders for both traditional pledges and campaign pledges and the need for a follow-up to ensure they are being distributed as planned to the congregation

Financial Report Highlights – provided by Erik:

*Financials*

- YTD pledge receipts are on track with budget
- Nothing specific to mention about expenses

*Discussion on Construction Loan*

- Construction loans provide funding as needed while construction is underway
- Helps finance the timing difference between when we need to pay contractors and when pledges are received
- Going out to get term sheets from 4 banks

Report unanimously approved

**Mutual Ministry Review Update**

**Zach**

- Planning to have review during August Vestry meeting
- Zach is reviewing possible discussion facilitators

**Vestry Youth Members – Calendar**

**Zach**

- Should Youth Members service on Vestry coincide with school year or calendar year?
- Pros and cons to each option?
- Criteria: confirmed and active in EYC
- Discussion will continue and decision made by July meeting

**Use of the Orgill Room**

**Katherine**

- Sunday Morning Formation Classes
- Sunday evening service overview – totally different experience and yet wonderfully beautiful and rewarding – All are invited!

## Rector's Report

Scott

### Staff Transitions

- Margaret McLean is shadowing Katie Owen and will move into the Bookkeeping Position after the Audit
- Katy Leopard is moving into the LPS Coordinator position as Heidi Rupke spends a year with family in Germany

### Construction Process Overview and Updates – Finance and Evolution of the Project

Scott reviewed changes necessary due to actual campaign pledges. Discussion centered around how and when to make the congregation aware of the changes, with an emphasis on donors not feeling like they are victims of a “bait and switch” process.

## Construction Loan Overview

Erik

- Shopping loan with various banks
- Appraisal of property and pledges done by lenders before determining loan amount
- Loan amount can be taken in various amounts rather than in a lump sum
- Payments can initially be made on interest only
- Construction expenses will continue to be shown separately from the regular income / balance sheets . . . once complete, expenses will move to “Building / Grounds” category
- Appraisal value vs. replacement value . . . Discussion coming in August related to Earthquake Ins

Meeting Adjourned.

Respectfully submitted, Madge L. Deacon

### 2023 Vestry Schedule & Opening Prayer Leaders

Saturday, January 21	Vestry Retreat	
Tuesday, February 28	Vestry Meeting	Ben Boeving
Tuesday, March 21	Vestry Meeting	Brie Wallace
Tuesday, April 18	Vestry Meeting	Jessica Flynn
Tuesday, May 16	Vestry Meeting	Cathy Awsumb
Tuesday, June 20	Vestry Meeting	Clay Woemmel
Tuesday, July 18	Vestry Meeting	Greta Cooper Young
Tuesday, August 15	Vestry Meeting	Franklin Barton
Tuesday, September 19	Vestry Meeting	Zach Ferguson
Tuesday, October 17	Vestry Meeting	Elizabeth Crosby
Tuesday, November 21	Vestry Meeting	Jerry Scruggs
November (Date / Time / Location TBD)	Diocesan Convention*	
	<i>*First year vestry members are encouraged to serve as delegates.</i>	
Tuesday, December 19	Vestry Meeting	Madge Deacon

All dates are subject to change

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## Vestry Shared Values

**Caring for All**

**Vibrancy**

**Courage**

**Heritage**