

CHRIST CHURCH EPISCOPAL VESTRY MINUTES NOVEMBER 21, 2019

Present were:

Michael Thompson, Sr. Warden
Nancy Poston, Jr. Warden
Barbara Arthur
John Barnes
Ray Barney
Laura Eichenberger
Joel King
Seth Sizer
Jim Hatley, Treasurer
Danese Sizer, Clerk

The meeting was called to order at 6:00 p.m. in Fox Hall by Sr. Warden Michael Thompson who opened with a moment of silence and prayer. Mr. Thompson reviewed 'Robert's Rules of Order' and reminded the vestry of rules of use and protocol. Mr. Thompson stated Fr. Park Bodie was absent, still convalescing from recent surgery, but doing well.

Minutes from October 17, 2019 were reviewed. There were two corrections requested. Ms. Poston requested the tense of a verb (has to "had") be made in the first sentence, paragraph three, page three. The verbiage concerning the James Greasby Fund was changed to enhance clarification on page three under the heading of Other Business to read: "Ms. Karla Fowkes reported to the vestry on the distribution of funds from the James Greasby bequest. She was tasked to form a committee to review Mr. Greasby's Last Will & Testament and to determine more specifically his intentions and how this money was to be used. Ms. Fowkes outlined the members of this committee, all of whom knew Jim Greasby well, and its recommendation. The total funds bequeathed will be set aside in a separate, interest bearing account with the EEC to be called the James Greasby Fund. These funds should be used to fund special music requests and gardening/landscaping for the church. A yearly expenditure request for the use of any interest monies and/or principal may be submitted by the Music Committee and/or Gardening Committee for approval by the vestry...." There being no further changes or corrections, the minutes were approved with changes and are hereby attached and made a part of these minutes. Ms. Sizer will make these changes and send to Kathlyn Wender for filing in the church office.

Mr. Thompson next reviewed the Action Items from the previous vestry meeting. There was discussion regarding necessary action to accept the Church Business Procedures. It was agreed this had been adopted by the vestry several years ago and that each new vestry member should be made aware of its guidelines. It was further agreed that a 'Project Manager' did not have to be a member of the vestry. Their duties were to oversee a project to completion to assure accountability and performance, then report back to the vestry to close the loop. Ms. Eichenberger agreed to work with the Diocese regarding Protecting God's Children training for all nursery workers.

Treasurer's Report: Mr. Hatley presented the October/November Treasurer's Report with accompanying detail reports, copies of which are attached hereto and made a part of these minutes. Mr. Hatley reported the current total of pledged income for 2020 was \$73,000. This is less than the total for 2019 which was \$85,000. However, he stated there were still outstanding pledges of \$20,000 from parishioners who have pledged previously and

are expected to do the same for 2020. That would make this stewardship drive total basically the same as 2019. Johanna Miller has agreed to personally contact each of the outstanding pledgers. Mr. Hatley said there were \$16,000 in outstanding pledges for the current year. The checking balance on November 18th was \$26,661.79. The endowment accounts remain the same until the end of the 4th quarter. The full report was approved unanimously.

Sr. Warden's Report: Mr. Thompson updated the vestry on the status of vestry nominations. The full committee met and the following people have agreed to serve if elected. They are: James Hawkins, Rebecca Smith, Rachel Lamar, Chip Caldwell, Phil Johnson and Johanna Miller. Vestry nominations will be closed on December 1st and elections will take place at the annual meeting scheduled for December 15th.

Mr. Thompson notified the vestry that the Diocese has suspended the search process for a rector for Christ Church until the spring. It was agreed that this was a good plan and the search committee would take a more active role in the process when it resumes in March.

Mr. Thompson and Mr. Hatley outlined for the vestry the Finance Committee's decision to outsource the church accounting system to a professional service. Mr. James Hawkins, a parishioner and CPA with Price Waterhouse, has agreed to assist the church with this undertaking. Mr. Thompson read a letter of understanding from Mr. Hawkins outlining the planned change. He will email a copy of this to each vestry member. He recommended an outside service to enhance availability, order and reporting. He stated that this practice has become an Anglican standard. Mr. Hatley and Mr. Thompson met with Scott Matsinger from North River Accounting who has agreed to provide the additional services. He will enter data into Intuit/Quick Books software and provide financial data and reports for the vestry. His charge for this additional service is an increase of \$115 per month. Ms. Johanna Miller will remain in charge of stewardship and monthly giving. She will work with the Finance Committee to create the yearly budget. The vestry voted unanimously to approve this change and expense.

Mr. Thompson noted that this would be the last meeting for the current vestry. He thanked everyone for their service to the church. Mr. Sizer officially thanked both Mr. Thompson and Ms. Poston for their outstanding work as officers this past year.

Jr. Warden's Report: Ms. Poston reported the cost for a new compressor in the AC unit that supplies the choir area will run approximately \$2,500. The service company recommends a new unit be installed because of the age of the old system. Since this unit supplies only air conditioning and is not currently needed, the vestry agreed to postpone action on the decision to the new vestry and the expense to the 2020 budget.

Ms. Poston informed the vestry there is still a leak in the Canterbury roof. It had been investigated by Atlas Roofing who have recommended the installation of a new roof. The current roof has a lifetime warranty and Ms. Poston agreed to contact the installing company and have them examine and repair.

Ms. Poston announced the Southern magnolia on the property on the West side of the Nave has been cut and stumps removed. She shared a proposal for landscaping and planting in this area. The vestry postponed a decision at this time until drawings and a plan for the entire church could be presented.

Ms. Poston asked the vestry to determine how the repair of the last remaining three windows would be paid for. There was discussion regarding the bequest by Bill Murchison and use of the remaining funds after the completion of the organ. It was determined that to insure the wishes and fulfill the intent of Mr. Murchison, the remaining funds would be set aside as the Murchison Organ Maintenance Fund. The vestry voted unanimously to fund the cost of repair of the remaining windows from general operating funds.

There being no further business to come before the vestry, the meeting was adjourned with prayer. The next regular meeting of the vestry will be 6:00 p.m. on Thursday, December 19, 2019.

Respectfully submitted,

Danese E. Sizer, Clerk