

CHRIST CHURCH EPISCOPAL VESTRY AGENDA

December 19, 2019

I. <u>CALL TO ORDER</u> . Call to order, declare quorum, waive notice of mtg.	6:00 pm
II. <u>OPENING PRAYER & DEVOTIONAL</u> . See Appendix A .) Laura Eichenberger	6:02 – 6:07
III. <u>7-Step Voting Process Primer</u> (Robert’s Rules Sort-of) See Appendix B	6:07 – 6:14 (7 min)
IV. <u>CONSENT AGENDA APPROVAL</u> . See Appendix C for list of items.	6:14 – 6:19 (5 min)
V. <u>OLD BUSINESS</u> .	
-- Revisit Vestry-approved Accounting & Bookkeeping Change	6:19 – 6:40 (21 min)
VI. <u>NEW BUSINESS</u> .	
a. <u>Approve 2020 Budget</u> . Appendix D 1. <u>Jim Hatley (Treasurer) & Phil Johnson (Chair, Fin Committee) present & Q&A</u> 30m	6:40 – 7:10 (30 min)
b. <u>Motions/Amendments/ Approve (with/without set-asides)</u> 15 min -- Note: If not comfortable with approving 100%, an option is to approve, <u>with set-asides</u> , that can be referred to January Vestry Retreat.	7:10 – 7:15 (5 min)
c. <u>Desired Vestry Meeting Day/Time</u> . ● <u>3rd Thurs PM?</u> ● <u>Sunday after Hospitality?</u> ● <u>Other?</u>	7:15 – 7:20 (10 min)
VII. <u>OTHER BUSINESS</u> .	
a. <u>Vestry Liaisons for Committees</u> – Appendix E handout – Ray Barney – During meeting	(None)
b. <u>Volunteers for “Vestry of the Day” (VOD) for 8am & 10:30 hospitality Sunday after Vestry meetings</u> -- Appendix F Sign-up Roster handout	7:20 – 7:23 (3 min)
c. <u>Vestry Retreat in January – Theme: “Feed My Sheep” – 5pm Friday to Noon Sat.</u> Appendix G 1. <u>Which weekend?</u> a) <u>Fri Jan 17 5pm CST – noon Sat Jan 18?</u> b) <u>Fri Jan 10 5pm CST – noon Sat Jan 11?</u> 2. <u>Where? St. Mary’s or DuBose in Sewanee? Hawaii? Other?</u> 3. <u>Three Volunteers to help with agenda, logistics, etc.?</u>	7:23 – 7:40 (17 min)
VIII. <u>FUTURE NEW BUSINESS AGENDA</u> . FYI; no discussion required. (See Appendix X.)	7:40 – 7:45
IX. <u>COMMITMENTS FOR NEXT MEETING</u> .	7:45 – 7:48

<p>a. <u>2020 Vestry Meeting calendar</u> – all Vestry members check their calendars & notify SW of any conflicts thru November.</p> <p>b. <u>Other Commitments made during this meeting.</u></p>	
<p><u>X. CONTINUOUS IMPROVEMENT SUGGESTIONS.</u></p>	<p>7:48 – 7:53 (5 min)</p>
<p><u>XI. CLOSING PRAYER.</u></p> <p><u>XII. ADJOURNMENT (and Date/Time/Place next mtg)</u></p>	<p>7:53 – 7:54 7:54 – 7:55</p>

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APPENDIX A

Opening Prayers

For a Vestry Meeting

Almighty and everliving God, source of wisdom and understanding, be present with those who take counsel in this Vestry meeting for the renewal and mission of your Church. Teach us in all things to seek first your honor and glory. Guide us to perceive what is right, and grant us both the courage to pursue it and the grace to accomplish it; through Jesus Christ our Lord. *Amen.*

(BCP, 818)

For Guidance.

Direct us, O Lord, in all our doings with *thy* most gracious favor, and further us with *thy* continual help; that in all our works begun, continued, and ended in *thee*, we may glorify *thy* holy Name, and finally, by thy mercy, obtain everlasting life; through Jesus Christ our Lord. *Amen.*

(BCP, 832)

For Guidance.

O God, by whom the meek are guided in judgment, and light riseth up in darkness for the godly: Grant us, in all our doubts and uncertainties, the grace to ask what thou wouldest have us to do, that the Spirit of wisdom may save us from all false choices, and that in thy light we may see light, and in thy straight path may not stumble; through Jesus Christ our Lord. *Amen.*

(BCP, 832)

For Search for a New Rector

Almighty God, giver of every good gift: Look graciously on your Church, and so guide the minds of those who shall choose a rector for Grace Church, that we may receive a faithful pastor, who will care for your people and equip us for our ministries; through Jesus Christ our Lord. *Amen.*

(BCP, 818)

APPENDIX B

- a. Voting 7-Step Process. The section below will appear in each Agenda as a reminder.
1. Get proposal on the agenda one week in advance.
 2. MOTION.
 3. SECOND.
 4. DISCUSSION.
 5. AMENDMENT(S), MOTION TO REFER, MOTION TO POSTPONE (time period or “indefinitely”).
 6. CALL FOR THE QUESTION.
 7. VOTING.

MOTION Template. Consider what, who, where, when, by when deadline, budget maximum, must be approved by. E.g. “I move that Vestry compensation increase 20% beginning January 1” or “I move that Christ Church accept Hamilton County’s request to rent the upstairs of the Canterbury building for the month of February 2021 for \$5000.”

APPENDIX C
Consent Agenda Items

(Unless otherwise noted, the Consent Agenda can be found on the “Vestry Work Board”, “Upcoming Meetings” Folder)

1. Interim Rector Report - attached
2. Senior Warden Report – none
3. Junior Warden Report - none
4. Treasurer Report – attached
5. Minutes, November 21, 2019 – attached - for approval
6. Minutes, December 15, 2019 – attached - for approval

Process: The Consent Agenda

1. Members review the Consent Agenda in advance of the Vestry meeting on the website “Vestry Work Board”, “Upcoming Meeting Info” folder (unless otherwise advised). The Consent Agenda will not be printed or emailed unless requested.
2. At the Vestry meeting, the Senior Warden asks:
 - a. “Are there any items in the Consent Agenda that anyone would like to move to Old Business, New Business, or Other Business?” Then, subsequently decide the proper disposition of the request.
 - b. After all requests have been made, the Senior Warden states, “The Consent Agenda is hereby approved without objection. Are there any objections?” If none, the Consent Agenda stands approved.

APPENDIX D
Draft 2020 Budget
(separate handout)

APPENDIX E

Vestry Liaisons to Committees Sign-up Sheet

Note: Per Bylaws, the Rector appoints committee members (VII.2)

Christ Church Committees

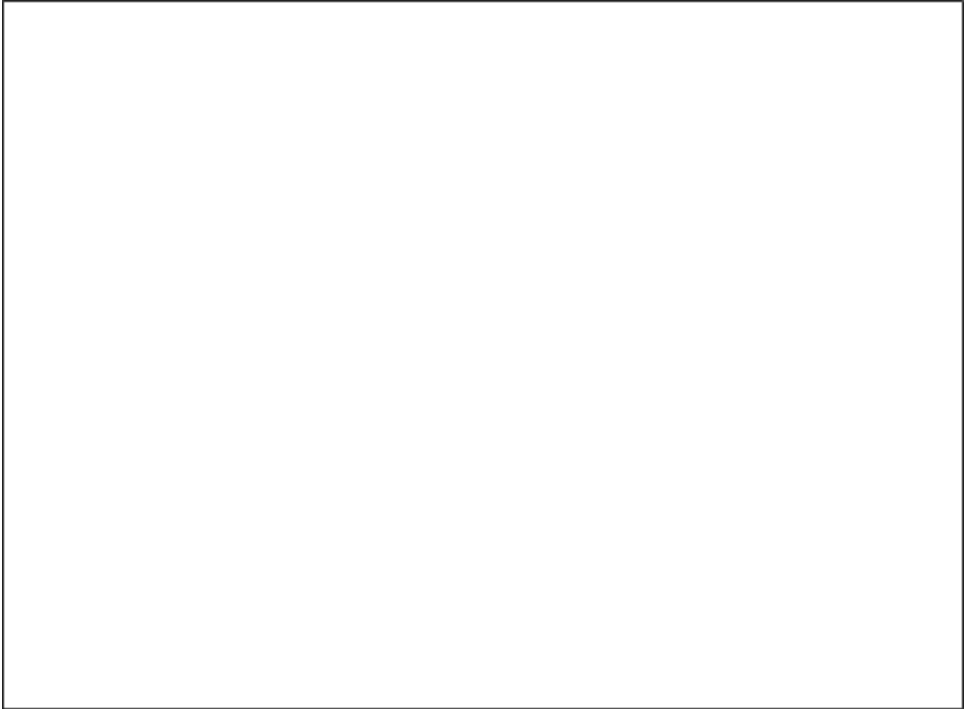
January 2020

Outreach Audrey Workman: Chair (confirmed 12.16.19)
 Jennifer Holdaway: Financial Tracker
 Ben Sanzo
 Ginger Sanzo
 Greta Howard
 Jewell Cousin
 Rebecca Smith
 Ray Barney: Member & Vestry Liaison

Liturgy Father Bodie: Chair
 Ray McMillan: Sr. Acolyte
 Troy Eichenberger
 Michael Thompson (confirmed 12.16.19)
 Karla Fowkes
 Barbara Kelley: Lector Coordinator
 Aillene Ingle: Acolyte Coordinator
 Oren Whightsel
 Joel King: Member & Vestry Liaison

Altar Guild Jennifer McKinney: Chair
 Oren Whightsel
 Rebecca Smith: Member & Vestry Liaison

Endowment Troy Eichenberger: Chair
 John Talbird
 Oren Whightsel
 Jim Hatley
 _____: Vestry Liaison



Parish Life

Danese Sizer: Chair
Ray Barney: Vestry Liaison (confirmed 12.18.19)

Pastoral Care Danese Sizer: Chair (confirmed by Audrey 12.16.19)

- Betty Latham
- Seth Sizer
- Barbara Arthur
- Chip Caldwell
- Alline Ingle
- Jewell Cousin

Events Susan Brooks

- Hospitality Ray Barney: Chair
Greta Howard

- Welcome Committee _____ (Vacant)

- Bldgs & Grounds James Hawkins (JW)
Nancy Poston

- Garden Jim & Mary Jane Hatley

- Stewardship: Michael Thompson: Chair
Jennifer Holdaway
Brook Montegue
Fr. John Talbird
Chip Caldwell: Vestry Liaison

- Children’s Ed Laura Eichenberger

- Adult Education Phil Johnson

- Finance Phil Johnson: Chair (confirmed 12.18.19)
Jim Hatley, Treasurer
Johanna Miller
Paul Womak (ex officio)
Barbara Kelley
Jewell Cousin

James Hawkins: Member & Vestry liaison

APPENDIX F
Vestry of the Day (VOD) Sign-up
Each Sunday Following Vestry Meeting

Note: If you must cancel, please arrange for another Vestry member to take that slot.

Sunday	8:00 Hospitality	10:30 Hospitality
12/22		
1/19		
2/23		
3/22		
4/19 (Chip's BDay)		
5/24		
6/21 (Father's Day)		
7/19		
8/23		
9/20		
10/18		
11/22		
12/20 (Nancy's BDay)		

APPENDIX G
Potential January Retreat Topics
Email suggestions for topics to the Senior Warden

1. Attendees
 - a. Vestry & Fr. Bodie
 - b. If offsite, spouses/significant others?
 - c. Recommend no others as one primary purpose is Vestry bonding, but

2. Potential topics

Date	Topic
Friday 5pm	Welcome
	<ol style="list-style-type: none"> 1. Group discussion: "What does this 2020 Vestry want to be known for?" <ol style="list-style-type: none"> a. Breakout: Groups of 2 sharing (15 min) b. Report-outs: What did your partner say? c. Major Themes Discussion d. What do we do with this information?
	<ol style="list-style-type: none"> 2. Design Desired Vestry Meeting Process (video, discussion, establish "Time-Saving" Agenda Guidelines, practice 7-Step Voting Process) <ul style="list-style-type: none"> -- Team Awards: "Worst MOTION", "Best MOTION"
	3. Compline
Sat 7:30 am	1. Bfast & Morning Prayer
8:00 – 9:00	<ol style="list-style-type: none"> 3. "Feed My Sheep" discussion <ol style="list-style-type: none"> a. Breakout: Groups of 3 <ol style="list-style-type: none"> 1) How well do we provide & support the various ministries of Christ Church? 2) What more can we/should we do? b. Report-outs c. Conclusions <ol style="list-style-type: none"> 1) Common Themes 2) Group Discussion: What other ministries might we champion to met currently unmet needs?
9:00 – 10:00	Topic TDB
10:00	Break
10:15 – 11:45	3. January Vestry Meeting
11:45	Holy Eucharist
12:15	Adjourn

APPENDIX X
Potential Future Agenda Items

Vestry Members are encouraged to submit suggested items as far in advance as possible.		
Future Agenda Item	<u>Who</u>	<u>When</u>
1. Select & approve 2020 Endowment Committee	SW	??
2. 2020 Voluntary Commitment to the Diocese Form (\$20,525 in 2019)	SW	Feb
3. Fin Committee to report recommendations re: 12/19/19 Accounting Motion	Phil	Feb
4. Rector Search Update	SW	Mar
5. Vestry-approved Finance Committee Charter as required by Bylaws (VII.2)	SW	??
6. Easter Planning info & decisions	Fr B	Feb
7. Charter Stewardship Committee duties & Appoint Chair	SW	May
8. Bishop Cole annual visit planning	Fr B	??
9. Joint Canterbury Board-CC Vestry meeting (Troy Eichenberger & Rev. Lou Parsons)? (Last held July 2019)	SW	
10. Appoint Diocese Convention delegates	SW	Nov?
11. Reduce Vestry size to 7 or 5? (Good idea/ Bad idea) (See Aug 2019 Vestry Minutes.)	SW	??
12. Need for Growth Committee to build awareness beyond just our website?		
13. Charter 10-yr building upgrade/maintenance plan & budget?		
14. Need for policy on use of CC by outside groups & guidelines for use by CC members?		
15. Potential gardening/landscaping & music projects from the James Greasby Fund interest (housed at EEC). Annually. See Nov '19 minutes.		
16. Charter Vestry Nominating Committee	SW	Oct

December 2019 Interim Rector's Report to the Vestry

In my view the life of the parish is healthy. A sort of program self-sufficiency has developed which is, of course, to be expected of a community being formed by Christ.

I do expect the parishioners to be kinder and more considerate of one another. I do not take any pleasure in pointing this out, but to let it pass is to condone divisive behavior in the parish - something smaller parishes indulge at great risk.

As I said in the Annual Parish Meeting last week, I believe that God is gathering a community in Christ here with individuals bringing a variety of gifts that are useful and necessary for the life of that community. It is very impressive how many talents and how many sorts of knowledge the members bring and offer to the parish and how much promise for the future all of this holds. In the coming year I trust that the Vestry will take up the work of recognizing and bringing these gifts the parishioners possess to bear on the further development of life together as the disciples of Jesus the Christ.