

CHRIST CHURCH EPISCOPAL VESTRY MINUTES

August 11th, 2020

01. CALL TO ORDER.

- a. Present were: Ray Barney; Laura Eichenberger; Rachel Lamar; Barbara Arthur; Rebecca Smith; Seth Sizer; Joel King; and Chip Caldwell, Senior Warden. Also in attendance was Brian J. Henry, Parish Admin.
- b. Upon declaration that a quorum was in attendance, the Zoom meeting was called to order at 5:39PM

02. OPENING PRAYER & DEVOTIONAL. Seth Sizer

03. CONSENT AGENDA APPROVAL. No consent agenda.

04. OLD BUSINESS.

- a. Charter Finance Committee (Bylaws Art VII, Sec 2) - Request from Ray Barney
 1. After a motion to charter and a second, the vestry opened discussion. Discussion included questions about who will appoint the committee and who will do the vetting, as well as who past members were.
 2. Motion was made to amend the charter to say “of no fewer than 3 members.” Motion passed unanimously.
 3. Motion passed unanimously.

05. NEW BUSINESS.

- a. Charter Stewardship Committee duties & Appoint Chair
 1. After a motion and a second, the motion to charter the committee passed unanimously.
- b. Replacing the Vacancy on the Vestry.
 1. Discussion was opened on potential candidates for this role. Charlotte Boatwright and Ginger Sanzo were both brought up.
 2. After a motion and a second, the motion to appoint Charlotte Boatwright passed.

06. OTHER BUSINESS.

07. FUTURE NEW BUSINESS AGENDA.

- a. Review of July 23 Vestry Meeting
- b. 2020 Vestry Meeting calendar. FYI only.
- c. New eDirectory, eGiving System: Vestry first – Brian to demo
- d. Charter Stewardship Committee duties & Appoint Chair
- e. Ideas for Stewardship Campaign & Pledge Card system in light of COVID-19
- f. “Return to In-Person Worship” Safety Guidelines, 1st Draft.
- g. 2021 Budget Prep
- h. Empanel 2021 Nominating Committee
- i. Plan for Annual Meeting in light of COVID-19

08. COMMITMENTS FOR NEXT MEETING.

- a. No other commitments were made during this meeting.

09. CLOSING PRAYER. Seth Sizer.

10. ADJOURNMENT. Motion made to adjourn, upon second, motion passed to adjourn at 6:37PM. Next meeting will be August 20th, 2020 at 5:20PM.

Respectfully Submitted,
Brian J. Henry

APPENDIX

Finance Committee Charter

The Finance Committee of Christ Church is chartered as of August 11th, 2020, in accordance with the Bylaws, Article VII, Section 2 to remain active until some future Vestry action. The duties of the Finance Committee shall be as follows:

1. To review and report to the Vestry the financial condition of the church from time to time, but no less than quarterly. The report to the Vestry should include, but is not limited to, "Actual vs. Budget", "Statement of Financial Position Comparison" (Balance Sheet), "Statement of Cash Flows", and status of giving (Pledge & Non-Pledge).
2. To recommend and oversee financial policies and practices of the church, including, but not limited to, the "Accounting & Bookkeeping Policy".
3. To recommend to the Vestry an annual budget and monitor compliance.
4. To conduct an annual audit conforming to Diocese and regulatory authority specifications.
5. To prepare and submit to the Vestry various required reports, including, but not limited to, the Parochial Report to the Diocese.
6. To oversee the preparation and submission various tax reports and payments to taxing authorities (e.g. IRS Form 940 & 941 and property taxes on non-exempt assets).
7. The Rector shall appoint its membership in accordance with the Bylaws and there shall be no fewer than three (3) members.



Chip Caldwell, Senior Warden

August 11th, 2020

Stewardship Committee Charter

The Stewardship Committee of Christ Church is chartered as of August 11, 2020, in accordance with the Bylaws, Article VII, Section 2 to remain active until some future Vestry action. Its duties shall be as follows:

1. To create, carry out, and record the results of pledges from the annual stewardship campaign, in collaboration with the Rector and wardens.
2. To report to the Finance Committee and the Vestry the results of the stewardship campaign in a manner and timeliness for the Finance Committee and Vestry to complete the annual budget within the timeframe specified by the Bylaws.
3. To carry out such other tasks and duties determined by the Committee deemed necessary to assure an effective annual stewardship campaign.
4. The Rector shall appoint its membership in accordance with the Bylaws and there shall be no fewer than three (3) members.



Chip Caldwell, Senior Warden

August 11, 2020