

CHRIST CHURCH VESTRY MINUTES

July 18th, 2021

01. Call to Order & Quorum.

- a. Present were: Seth Sizer; Rachel Lamar; Troy Eichenberger; Barbara Arthur; Ray Barney, Junior Warden; Charlotte Boatwright, Senior Warden; and Fr. Will Levanway, Priest in Charge. Also present was Jim Hatley, Treasurer.
- b. Excused: Chip Caldwell; Rebecca Smith; Mark Reneau.
- c. Upon declaration that a quorum was in attendance, the hybrid Zoom/in-person meeting was called to order at 12:00 PM?

02. Opening Prayer & Devotion. Fr. Will Levanway.

03. Accept Previous Minutes.

- a. Any additions or modifications were solicited. A motion was made to accept the minutes from the June meeting. Thanks was expressed to Brian for condensing the conversation about the cleaners neatly. After a second, the motion passed.

04. Finance

a. Protocols & Procedures.

Charlotte reported as senior warden, she has been trying to collect all our policies and protocols in one place, as currently, they are difficult to track down. She provided a table of contents for what she has found so far, and solicited any additions and suggestions.

b. Protocols Committee.

Seth made a **motion to charter a protocol committee** to document our protocols and procedures. After a second, **motion passed**.

c. Protocol Policy.

- I. Charlotte made a **motion** that policies, job descriptions and committee functions:
 - Be backed up regularly and maintained on a separate hard drive from that on the office computer, and in the manual, and in a cloud-based system.
 - Be maintained along with all other church records in the office at Christ Church. This change is necessary for continuity, for effective church leadership and is sound business policy.
 - Be reviewed and evaluated for revision annually at an established time by a designated person and reported back to the vestry.
 - Be brought together in a consistent format by a Protocols Committee appointed by the priest and cataloged for easy access for review by legal counsel to assure consistency with Diocesan Policy and state law.

After a second, **motion passed**.

05. Staffing

Fr. Will relayed that Betsy and Karla had stepped down from their respective positions as Director of Children's Education and as Organist and Choirmaster. Betsy decided to move on noting she said she loved her time here

and it was primarily a financial decision. Karla also noted that she cherished Christ Church and that she will remain a part of the parish even though she was stepping out of her role in the music.

Charlotte requested that any decisions be postponed until the Protocols Committee had a chance to review the job descriptions for these two positions. Fr. Will said the process is going to be the protocols committee will review and edit job descriptions, we will get a few people comfortable interviewing candidates, then we'll advertise for the positions and put candidates through the process, and then he will review the recommendations and make an appointment.

a. Children's Ed.

Fr. Will said he's aware there are competing views on how best to do youth formation, and solicited the opinions of the vestry about how it had been done, what worked well and what didn't.

1. Troy said that Betsy was great about connecting with kids. She did her best to make curriculum work with the large age range of kids we have, and that is something we need to look closer at because it didn't always work well. He also said it was critical that we have a nursery worker, both from a Safeguarding perspective, and because someone was needed to take care of the baby.
2. Troy also said confirmation classes are something we're going to have to review, especially as he has two children who are of age and want to get confirmed.

06. Building/Junior Warden's Report (see appendix)

- a. **Canterbury Building Basement.** Ray said the mud and mold resulting from the burst pipe should be cleaned up by Thursday, and then our A/C people will take a look at the two units that were submerged in water and give us an estimate for repair or replacement.
- b. **Women's Bathroom Ceiling.** Ray said she called the brick mason and they have not yet returned her call. We cannot repair the ceiling in the bathroom until the water leaking is fixed.
- c. **Nave A/C.** Ray said the A/C will be fixed by Tuesday.
- d. **Cleaning Day.** Ray is trying to organize a parish cleaning day sometime in September, noting that the windows need cleaning.
- e. **Stove Vent cleaning.** Ray said according to regulations, we need to have the stove vent cleaned twice a year, but it hasn't been done in years. She noted we don't use it that often, but regardless she was investigating costs to do that before we start cooking there again.
- f. Thanks was given to Brian for coordinating contractors for the basement, as well as for ordering unscented hand soaps for the bathrooms.

07. Covenant (see appendix)

- a. Fr. Will said he had made the proposed changes and asked if any more changes needed to be made before we propose it to the parish.
- b. Troy expressed some concern about it being too focused on the LGBTQ+ community to the exclusion of others. Fr. Will said we can work on the language a bit more, where he is coming from is that LGBTQ+ people have a problem going to churches that are not clear about their stance on this, and he is trying to ensure that our stance is made clear in this document, so he has drawn on language from other vestry approved statements trying to do so. He said he will draft a new version and send it out.

08. Upcoming Work

- a. **Mutual Ministry Review.** We're overdue to have one of these done, which will be primarily Fr. Will and the Wardens but will involve the vestry a little as well.

- b. **Strategic Planning.** We will have someone come in and help us do some strategic planning in a few months.
- c. **Reconvening Committees.** Fr. Will will begin reviewing the committees, over the next few weeks and said he's certain at least a few will need repopulating.
- d. **Recruiting New Vestry Members.** Fr. Will said if anyone has any suggestions, he would be happy to talk to them about potentially running for vestry.

09. Developmental Goal

Redefine and manage shifts in leadership roles that have evolved through transition or necessity.

- a. Fr. Will said he thinks this is going well as things come up. For instance, he is taking over the hiring of staff instead of the vestry.

10. Questions to Clergy and Wardens

- a. Troy noted that it was hard to attend both Adult Ed and the 10:30 am mass on Sunday, as the Zoom session usually ends right before the service begins, and asked if it could be moved up to 9 am. Fr. Will said in August we will move to a hybrid-style meeting and probably be a bit earlier in the morning.
- b. Troy said lots of folks are very excited to see each other on Sundays and asked if it would be appropriate at this stage to start having lemonade in the garden after the service. Fr. Will agreed that it would be good to start doing, but it is a matter of having volunteers to help, and he will talk to the Hospitality Committee about it.
- c. Troy asked about the progress of our Safeguarding process. Fr. Will said he's talking with the diocese to get a group training done, otherwise, we will all have individual online training.
- d. Troy asked that the vestry be notified about staff changes before a parish-wide email goes out. Fr. Will said that Karla asked that everyone be told at the same time, likely due to fear about anyone finding out through the grapevine, but that he felt it was probably fair to tell the vestry first, so he apologized for that.
- e. Rachel said it felt weird doing only half of communion and asked if anything was preventing us from using individual cups of wine. Fr. Will said the reason he hasn't opted for that is mostly a logistics problem, finding ways to get the cups out to people uncontaminated. Charlotte asked about intinction, and Fr. Will said the problem with that is that inevitably, someone is going to accidentally stick their fingers in the wine and contaminate it. He said it is something he hopes to find a solution to soon.
- f. Troy asked how membership is, if it's dropping or holding steady. Fr. Will said there have been a few transfers, but giving has been steady, and some new people have started to show up. He said we will probably get a better sense of things in the fall.
- g. Troy asked if we should send out a physical mailing to the membership about the staff changes and to say goodbye to Karla. Fr. Will said he was planning a mailing later on in the year when we had some positive news about new staff appointments and a bigger reopening service.

11. Next Meeting

- a. We will meet on August 22nd, a hybrid zoom/in-person meeting, after the 10:30 am mass.

12. Closing Prayer & Adjournment. Fr. Will Levanway.

Meeting adjourned at 1:30 pm?

Respectfully Submitted,
Brian J. Henry

Appendix I
Junior Warden's Report
July 2021

Several things happened in July that have caused problems for Christ Church Episcopal. The most pressing is a significant leak in the basement of the project Cantaberry building. The water is out but there is mud and a significant amount of mold. The insurance company is working with us and we're trying to get a professional company to clean the area. Once the basement is cleaned, we have to assess the functionality of the air conditioners and the hot water heater.

Buck, the owner of Cornerstone Automation, is working on the air conditioner that cools the nave. The 1980s air conditioner needs a part that is difficult to obtain. However, the part was located and Buck should have it replaced by Sunday. That is barring any other problems.

David Perry is continuing to fix the leak in the narthex. This was budget prior to 2021. Dave is also looking for someone that could fix our windows in the nursery and also provide brick pointing. Once we get this done, the wall and ceilings in the women's bathroom in Fox Hall can be repaired.

The water spout attached to the Project Canterbury building is fixed thanks to Mary Duncan. She also replaced the old hose with a new one. Thanks also to the Sanzos who physically fix the spout and replaced the hose.

The floor at the entrance to Fox Hall was cleaned by my friend Johnny Rankin. This area was moldy and yellow due to the air conditioner water overflow.



Before:



After:

Respectfully,
Ray Barney

Appendix II
Christ Church Covenant
What we expect of ourselves and of others.

Q:What is the Church?

A:The Church is the community of the New Covenant.

- *The Book of Common Prayer*, p. 854

While many of us are at different places in our journey of faith, we take it for granted that as a church community we affirm the historic faith and creeds of the catholic church. We accept and acknowledge the Apostles' Creed and the Nicene Creed in our lives and in our worship as our confession of the Trinity, one God: Father, Son, and Holy Spirit.

We believe that the Scriptures contain everything necessary for our salvation. The Old and New Testaments are, as the catechism tells us, inspired because 'God inspired their human authors and because God still speaks to us through the Bible.' We understand the Bible by applying our hearts, minds, and wills to it under the guidance of the Holy Spirit at work in the church.

We believe in and make use of the sacraments Christ has given us. The sacraments are outward and visible signs of inward and spiritual grace given by Christ as sure means to receive that grace. Chief among the sacraments are baptism and eucharist given directly by Christ to his church. We recognize other sacramental rites as means of grace, especially confirmation, ordination, holy matrimony, confession, and holy unction. We aspire to make regular use of the sacraments as means of grace to aid us in growing in holiness and conforming our life to Christ's own life.

We believe that all people are worthy of respect, honor, and welcome in church. While individual members may hold different views, as a church community we are affirming of the place of LGBTQ+ people in the life of our church. We believe that being LGBTQ+ is compatible with being a Christian and is not sinful. LGBTQ+ people are welcome to participate fully in the life of the church taking on leadership positions, being married, and receiving all the sacraments. We extend this welcome to all people regardless of their gender, sexuality, race, class, or ability. We encourage all people to participate fully in the life, ministry, and governance of this church to enable us to show forth more fully the presence of God in this time and place.

We seek to live out the command given in the letter of St. Paul to the Ephesians, 'lead a life worthy of the calling to which you have been called, with all humility and gentleness, with patience, bearing with one another in love, making every effort to maintain the unity of the Spirit in the body of peace.' (4:1b-2) In our life together we seek to create and nurture a safe and trusting environment in which all members feel comfortable and confident in expressing their thoughts and opinions. We acknowledge the unique and particular gifts of each member of the community speaking and acting in such to support those gifts. When it is necessary to confront one another we do so without demeaning each other, without speaking to or listening to gossip, and with a readiness to forgive. We aim to resolve conflict within our community according to the principles given to us by our Lord in the Gospel according to St. Matthew: speaking first to the individual directly, then with the help of clergy, and only then referring it to the vestry or larger church. Learning to disagree well with compassion is a skill we seek to embody.

We seek to embody a way of life together where we share in each other's joys and suffering. As St. Paul asks of us we 'rejoice with those who rejoice, weep with those who weep.' We seek to help each other with prayer, attention, and material giving. We pray for each other. We name those in need of prayer in our worship together in hopes that they will be held in prayer by individuals. Praying for each other means that we feel free to share with others our worries, hopes, joys, and thanksgivings in trust and confidence when necessary. We give attention to each other in hospitality and in our conversation. We give to and for others. We aim to contribute financially to the life of the church as we are able. We give financially and materially to those we know to be in need personally and by supporting ministries in and for our communities.

We seek to live a life of prayer and devotion. We commit ourselves to developing a healthy and sustainable rhythm of daily personal prayer, regular study of the Scriptures, and participation in the sacraments. *The Book of Common Prayer* tells us that the 'duty of all Christians is to follow Christ; to come together week by week for corporate worship; and to work, pray, and give for the spread of the kingdom of God.' We aim to fulfill those duties by:

- Following the example of Christ in home and daily life, and to bear personal witness to Him.

- Being regular in private prayer day by day.

- Reading the Bible carefully.

- Coming to Church every Sunday.

- Receiving Holy Communion faithfully and regularly.

- Giving personal service to Church, neighbors, and community.

- Giving money for the work of the parish, the diocese, and the Church throughout the world.

- Maintaining the standards of justice and love entrusted by Christ to His Church. Caring that children are brought up to love and serve the Lord.