

# CHRIST CHURCH VESTRY MINUTES

December 8th, 2022

## **01. Call to Order & Quorum.**

- a. Present were: Susan Brooks; Danese Sizer; Troy Eichenberger; and Fr. Will Levanway, Priest in Charge.
- b. Apologies: Charlotte Boatwright; Jennifer McKinney; Mark Reneau; Karla Fowkes.
- c. The meeting was called to order at 6:06 pm with no quorum.

## **02. Opening Prayer & Devotion.**

Fr. Will Levanway.

## **03. New Member Welcome.**

- a. The vestry welcomed Danese Sizer as the newest member of the vestry.

## **04. Safeguarding**

- a. Fr. Will asked that vestry members get in touch with Brian Henry, the parish admin, in regards to their background check status, as all vestry members need to be background checked under the safeguarding policies.
- b. Troy asked how we are progressing on the other safeguarding policies. Fr. Will said we have a ways to go.

## **05. Vestry Retreat**

- a. Fr. Will said he thinks we should just have the vestry retreat at Christ Church to keep our costs down for a day. Susan noted one year everyone met and stayed at her parent's house.
- b. Fr. Will said his plan is to go over the Invite, Welcome, Connect materials, with 45 minutes granted for each phase in the morning, breaking for lunch and eucharist, and then having the business meeting in the afternoon.

## **06. New Officers**

- a. All present were in agreement that Troy should be Sr. Warden and Susan should be Jr. Warden. Fr. Will said if necessary, there will be a confirmation vote at the next meeting as there is no quorum at this meeting.
- b. Fr. Will noted as Sr. Warden that Troy should be put on the bank accounts.
- c. Susan asked if we have a treasurer. Fr. Will said not yet, but he is going to talk to some folks about it.
- d. Susan asked who is on the finance committee. Troy said Jennifer Holdaway, Rachel Lamar, Chip Caldwell, and himself are on there.

## 07. Budget Amendments

*At this point in the meeting, Fr. Will called Karla Fowkes. For the time she was present over the phone, a quorum was reached.*

- a. Fr. Will presented three budget amendments that have been proposed:
  1. **Computer Software.** He noted if this budget line is deferred to June, our subscriptions like QuickBooks will lapse, so to avoid that the budget needs to be available from the start of the year.
  2. **Community Kitchen Board Membership.** He noted last meeting it was decided not to fund this as we don't have any board members, but Charlotte Boatwright said she thought we did, and she was correct, Ginger Sanzo is on the board, and Fr. Will will fill the other seat. The membership is \$250. Troy noted as a founding member of the organization, it doesn't feel right to give up our seat.
  3. **Diocesan Convention.** Fr. Will noted the past two years the convention has been online and costs were minimal. This coming convention however is in-person, in Johnson City, so we need to pay for our folks to register and travel/lodging fees. He said this would be \$900 for 2022 to cover the costs of the hotel and registration.
  4. Troy **moved that we fund the lodging fee and attendance fee** for the 2023 Diocesan Convention for the amount of \$900 which should be reflected in the 2022 budget. After a second, **motion passed.**
  5. Troy **moved to make a provision in the 2023 budget** to accommodate the \$1,196 needed for our critical software subscriptions, as well as allocate \$250 to retain our Community Kitchen board seat. After second, **motion passed.**

## 08. Next Meeting

- a. Saturday, January 21st will be the Vestry Retreat.

## 09. Closing Prayer & Adjournment.

Fr. Will Levanway. Meeting adjourned at 6:51 pm.

Respectfully Submitted,  
Brian J. Henry

Appendix I  
**Finance Report**  
December 2022

*The in-depth finance appendices are available upon request to the church office.*

2022 Financial Review.

- 2022 P&L – As we round the corner toward yearend, results continue to be promising. Short story? Projected yearend Net Income will hit budget on the nose vs budgeted (\$73K) loss (with capital allocation included), or \$74K better than expected. How? Projected giving & investments will likely exceed budget by \$73K, with pledging 8% below budget and non-pledges 75% greater. Plus, Yates came in \$18K higher (but 2023 projection of \$85K is a big concern that the Vestry must keep an eye on). Expenses are projected at \$250K, or \$11K less than budget.



**Chip Caldwell**