

CHRIST CHURCH EPISCOPAL VESTRY MINUTES

April 21st, 2024

The vestry met in Fox Hall on Sunday, April 21st, 2024. Present were Fr. Will Levanway, Priest in Charge and vestry members Jennifer McKinney Sr. Warden, Susan Brooks Jr. Warden, Karla Fowkes, Dr. Oren Whightsel, Ray Padron and Danese Sizer. Rebecca Smith was present via teleconference for the first half of the meeting. Also in attendance was Seminarian Jordan Trendelman. There being a quorum the meeting began at 12:34 p.m. Attending the finance portion of the meeting were Finance Committee Chair Phil Johnson via Zoom teleconference. The meeting was opened with prayer by Fr. Levanway.

Minutes of the March 17th vestry meeting were read and unanimously approved with the following corrections: Name correction in line 6 paragraph 3 from Ms. Lawrence to Ms. Brooks and misspelling of childcare line 4 paragraph 6.

To accommodate Ms. Smith's schedule, the next item on the agenda to be discussed was banners for the church. Fr. Levanway announced that he had discovered a Pentecost banner in the tower music room. He said he will look further for additional banners. Further discussion was given to the wording on the banner to be placed on the front of the church. It was decided only pertinent information concerning service times was appropriate.

Ms. Smith reported on her findings on a microphone/speaker system for the church. She mentioned a Blue Tooth capable lapel mic that would go directly to any Blue Tooth hearing device and that these were reasonably priced. Ms. Brooks stated that the idea of installing a full sound system in the church had been thoroughly discussed in the past and it had been determined this was not appropriate. Ms. Fowkes stated her concern that we understand exactly how any system would work prior to purchase. She suggested we investigate a trial. Blue Tooth headphones were also mentioned as a possible solution. After further discussion it was determined Ms. Smith would contact the Speech and Hearing Center to get expert advice on our situation. Mr. Trendelman also agreed to investigate the system used at the Chapel at Sewanee.

Phil Johnson, Finance Committee Chair, began his financial report by stating that at the end of the first quarter the church was where we expected to be financially. There were a few pluses and a few minuses, but we balanced out to be on target with the projected budget. We had 10% higher giving this past month, and expenses recorded lower due to the fact we do not have a salaried office employee. Expenses will rise now because of the addition of the parish administrator and the payment of our Diocesan pledge. Ms. Brooks asked why the budget showed an overage on the cleaning service. Mr. Johnson stated it was because the previous cleaning service did not bill the church on time and three months of 2023 service were actually paid in 2024. He explained that we were on target for the cleaning line item, but due to the cash accounting system the church uses, it showed actual expenditures. Mr. Johnson was thanked for his time and service to the church. ‘

Ms. Brooks began the Jr. Warden's report with an update on the status of the State Historical Restoration grant. The original grant made application for masonry work, and after further investigation and consultation it has been determined that the initial grant funding must be used for that purpose. The grant is for \$25,000 of work and Christ Church must fund \$16,000 of the project from its budget. Ms. Brooks raised a question to Mr. Johnson regarding details of exactly where within the budget the

church's portion of the work would come from. He explained there were two contingency funds that were available for capital expenditures. Ms. Brooks has met with one company and was impressed with their knowledge and expertise in working with historical buildings. They have just completed a project much like ours at Thankful Memorial Episcopal Church where water intrusion was the major issue. She will work to get additional bids for the project and move forward.

Dr. Oren Whightsel stated he would like permission to move forward with the updating of the Priest's Sacristy. Funds for this were left to the church from the estate of Garvin Colburn . Permission was granted for a study to be done and a plan of work prepared for review and approval.

Ms. McKinney reported on work by the Security and Emergency Management Committee. She had a walk-through of the church with Lawson Electric to determine the placement of smoke and carbon monoxide detectors. Their bid for the purchase and installation of 20 hard-wired units in both the Canterbury Building and Fox Hall was \$7,925. The current proposal does not cover the additional \$100 per unit for the installation of smart wi-fi units. Discussion of the two types of detectors came to the conclusion that it would be wise to 'mix and match' the smart units in with the alarm only models. A motion was made, seconded and unanimously approved to budget \$8,500 for the project and to give Ms. McKinney permission to move ahead.

Fr. Levanway provided an update on our Strategic Planning initiatives. He has made appointments with our two closest church neighbors, First Presbyterian and First Centenary United Methodist to introduce himself to their pastors and staff and to discuss forming relationships and joint mission opportunities. He also said he would contact the Neighborhood Fridge Project and donate the existing refrigerator located in the Canterbury building to them.

Dr. Whightsel reported on the Archive Project. An article was included in the previous month's Exultet regarding the project. There have been no outside donations currently. Dr. Whightsel will prepare paperwork for signature and move forward with plans with UTC Library Archives. He explained that after this process, all our historical documents would be available to anyone online. It was determined the original blueprints by Ralph Adams Cram would be displayed in Fox Hall, and all other documents would be archived.

Ms. Brooks asked for opinions regarding reinstating a Pentecost Picnic for the church. She suggested we consider the home of George and Rachel Walton and the park across the street from them for this occasion. It was determined this activity be part of our Patronal Festival the first Sunday in June.

There being no further business to come before the vestry, the meeting was adjourned at 2:00 P.M.