



Meeting of the Vestry

February 15, 2021, 4 – 6:10 p.m.

Vestry members present: Jamie Clark, Jed Dennard, Martha Evans, Jodie Guest, Helen Ingebritsen, Tim Kelly, Annemarie Madden, Jon-Paul Roy, Becky Short, Michael Tarantino, Clay Wardlaw

Vestry members absent: Grant Ford, Carol Roberts

Clergy present: The Rev. Monica Mainwaring, The Rev. Colin Brown

The vestry met via Zoom video conference because of social distancing mandated by the coronavirus pandemic. Senior Warden Tim Kelly called the meeting to order at 4 p.m. and the clerk certified that a quorum was present.

Opening prayer and meditation

The rector opened the meeting with prayer and vestry member Jamie Clark gave the meditation on the second of the 12 principles set forth in *Agreeing and Disagreeing in Love*, a 12-point communication framework developed by the Mennonite Church USA. The vestry has covenanted to adhere to, and to model, these principles. The second principle: ***Affirm hope. Affirm that as God walks with us in conflict, we can work through to growth.*** When we trust that God has our back and believe in His guidance, no conflict will be too strong to be overcome, Clark said.

Staff welcome

- The rector introduced the members of the church staff and asked each one to give a brief explanation of their role. She also invited them to remain for the planning discussion which followed since they play a critical role in implementation.
 - **James Boone, facilities manager** (absent): works 10 hours a week for general oversight of church property (maintenance/cleaning/vendors)
 - **Colin Brown, associate rector**: responsible for worship, formation and pastoral care
 - **Caroline Carter, seminarian**: full-time student at Emory University's Candler School of Theology, focuses primarily on the youth group YAC
 - **Molly Herman-Gallow, director of communications and director of children's ministry**: splits time between the two roles
 - Communications: responsible for both traditional and social media, website maintenance, overall branding and public image of church, special interest in videography and photography

- Children’s Ministry: oversees formation offerings for children ages three to fifth grade; actively involved in the children/youth revisioning initiative
 - **Maryann Lozano, bell choir director** (non-staff role): hopes bell choir can reconvene in March; helping to organize music rooms in the interim
 - **Keith Nash, interim organist and choir director** (absent): Half-time position, currently maintaining contact with both volunteer and paid choir members and working with Associate Rector Colin Brown to acquire the expertise needed to produce prerecorded musical offerings for livestreamed worship
 - **Leslie Rose, business administrator**: responsible for all aspects of budgeting and finance, including employee benefits administration; off on Friday
 - **Consuela Smikle-Williams, parish administrator**: functions as the hub of the church office, working closely with the facilities manager and Junior Warden Annemarie Madden on facility maintenance and use and coordinating with the school on campus/facility usage; also responsible for building out the new Realm parish member database to maximize its capabilities
 - **Charlotte Smith, nursery director**: has been helping out with special projects while the nursery remains closed due to the pandemic
- The rector noted that while we have contracted for cleaning services, we lack someone in the traditional sexton role. The sexton typically helps with event setups, which has been a minimal need during the pandemic, and she credited the associate rector with being a good sport about picking up some of the slack.
- The rector also noted that not all the staff are full-time and that many take off non-weekend days as their “Sabbath.” The vestry and the broader church community need to be attentive to their schedules and exercise that mindfulness with the timing and expectations associated with any requests.

Strategic Planning: Worship/Formation/Music

- Vestry member Jed Dennard presented a proposal from the Children/Youth Revisioning team to revamp the Sunday schedule and program offerings as a way to get more children and families involved. While a more fully developed proposal will be provided, Dennard said the team wanted guidance from the vestry on whether it is headed in the right direction. **The vestry responded enthusiastically and concurred with the rector’s suggestion that we use the time immediately after Easter and before the summer lull to experiment with a new schedule.** The new schedule in brief:
 - Outdoor in-person worship at 9 a.m. with emphasis on child/family engagement
 - Christian formation at 10 a.m.
 - Livestreamed worship at 11 a.m.
- More complete implementation of the revitalized approach will hinge on a post-pandemic return to normalcy, ideally this coming August. At that time, the vision is to implement this schedule and approach:
 - Traditional service without music: 8 a.m.
 - Child/youth/family friendly service: 9 a.m. This service would be less structured and more participatory, with lively music.

- Christian formation: 10 a.m. The goal is to offer a smorgasbord of interdisciplinary, intergenerational programs that will appeal to children and families, as well as more traditional class options.
- Traditional service with more traditional music and choir: 11 a.m.
- Two concerns surfaced during the discussion.
 - Vestry member Helen Ingebritsen said she's concerned that getting enough volunteers to support the initiative "will be a huge challenge." In response, the rector said she has already asked the associate rector to identify and recruit volunteers. Molly Herman-Gallow, the director of children's ministry, also is tasked with recruiting and supporting volunteers for the children's ministry.
 - Senior Warden Tim Kelly suggested we need a parallel effort to ensure that the traditional worship service is as engaging for older adults as the youth-focused service will be for youth. The rector concurred.
- With music being such an integral part of worship, the planning process also must address how best to fill the vacancy created by the retirement of longtime organist and choir director Ingrid Siegert. The vestry concurred with the rector's proposal to begin by asking parishioners to complete a brief survey about their music preferences, followed by a couple of Zoom listening sessions to get more direct input. A search team will be formed once we have better focus on the kind of music leadership we need.

Monthly Reports:

Clerk's Report (Martha Evans)

- The vestry approved the minutes for the regular Jan. 18 vestry meeting.
- Next vestry meeting: Monday, March 15, 5-7 p.m. via Zoom. Vestry member Jed Dennard will offer the meditation.

Executive Commission and Senior Warden's Report (Tim Kelly)

- Kelly and the rector have almost completed commission and committee assignments for vestry members.
- Vestry members are invited to attend the next diocesan warden meeting on March 5 at 2 p.m. where Donald Romanik, president of the Episcopal Church Foundation, will discuss vestry formation.

Rector's Report (Monica Mainwaring)

- The Suthers Center board is currently updating its bylaws and working on its vision/mission for the organization. The rector has been engaged with the board in this process, which she said has highlighted a lack of clarity about the legal relationship between the Suthers Center and the church. Two recommendations were suggested, with no formal vote on either one:
 - Form a subcommittee of the vestry to take a closer look at our relationship with the Suthers Center.

- Retain a corporate attorney to review our corporate relationship with the Suthers Center. The vestry had previously discussed hiring a corporate attorney to review all our corporate relationships. The timing seems right to initiate this best practice by starting with the Suthers Center.
- In March, the rector and several others will participate in virtual training offered by the Consortium of Endowed Episcopal Parishes: the rector; Becky Short, Treasurer; Leslie Rose (Administrative track); Mike Mulling, Stewardship; Vince Vitti, Endowment Fund; and Molly Herman-Gallows,(Communicator's track).

Associate Rector’s Report (Colin Brown)

- During the staff introductions, Brown reported about his collaboration with Interim Choir Director Keith Nash to maintain the flow of livestreamed choir performances. It’s been a steep learning curve since Ingrid Siegert had access to, and knew how to use, sophisticated recording equipment. He noted that the new keyboard donated by vestry member Clay Wardlaw and Lori Hart makes their recording task much easier because it can input the music accompaniment for the choir directly into a computer. The keyboard also is used for outdoor services.

Finance Commission and Treasurer’s Report (Becky Short)

- We finally were able to close the books on 2020 and can report we ended the year in the black by \$55,000.
- And we got off to a good start in 2021, ending January in the black by \$22,872. We saved \$500 on our power bill, thanks to our new smart thermostats. They weren’t installed until Jan. 18 so the savings should increase with a full month of use.
- The number of pledging units now reported for 2021 has increased to 207, for a total of \$858,000. Follow-up contacts are underway.

Outreach Commission Report (Carol Roberts)

- Roberts was absent, but the vestry received a copy of the Outreach Commission’s funding request to the Endowment Fund. (See attachment.) The commission requested \$78,950 to be distributed as follows:
 - Direct support to other mission partners, \$7,950
 - Emmaus House, \$10,000
 - Habitat for Humanity, \$5,000
 - Holy Comforter, \$10,000
 - Interfaith Outreach Home, \$10,000
 - Path to Shine, \$10,000
 - Small gifts, \$2,000 to be distributed as 20 small \$100 gifts or 10 \$200 gifts
 - Suthers Center, \$18,000 for the food pantry, \$6,000 for emergency assistance

Administrative Commission and Junior Warden’s Report (Annemarie Madden)

- All church content has been cleared out of the school closet.
- The transition to the keyless entry system has been completed.

- The boilers and related pipes are being inspected.
- We engaged a firm to do a pre-inspection prior to a scheduled fire inspection and are now working through a punch list of recommendations.
- The church now has a Green Team headed by co-leads Chris Elwell and Tim Peek to focus on energy conservation. Other members are Becky Short, Cathryn MacArthur and Consuela Smikle-Williams.

Prayer and adjournment:

- The rector closed with a prayer and the vestry adjourned at 6:10 p.m.