



Meeting of the Vestry
August 22, 2022, 5-7 pm

Vestry members present: Jed Dennard, Nancy Easterlin-Smith, Martha Evans, Grant Ford, Jodie Guest, Gay Jolley, Man Martin, Jim Reese, Carol Roberts, Caroline Rose, Jon-Paul Roy

Vestry members absent: Leslie Uddin

Clergy present: The Rev. Monica Mainwaring

Call to order: The Vestry met in person in the library of the Church with the option to join via Zoom. Clerk certified a quorum then Mother Monica called the meeting to order shortly after 5:00 and led us in opening prayers for the Church and for the Parish.

Dwelling in the Word: Vestry members took turns reading a passage from scripture, Luke 14:1, 7-14, then attendees broke into groups of three to discuss what caught our attention, what question we would you want to ask, and where the Spirit might be nudging us.

Clerk's report (Caroline Rose):

- Vestry approved amended May and June minutes with the following comments:
 - o We explore additional tree trimming around the property (May).
 - o Confirmation of temporary staffing during Rector's sabbatical June-July of next year.
- Next Vestry meeting scheduled for September 19.
- Martha Evans will write Vestry update for October newsletter.
- Vestry voted unanimously for Nancy Easterlin-Smith to fill the open position vacated by Michael Tarantino.

Rector's report (Monica Mainwaring):

- Charles Roundtree has been hired as our new sexton and is doing a great job!
- A St. Martin's family has requested to have the ashes of their loved one scattered in the prayer garden. While record keeping has been unclear, there is precedent for scattering ashes, though no markers were allowed. Vestry agreed unanimously to grant the family's wishes.
- Vince Vitti has graciously agreed to chair the Stewardship campaign.

- One St. Martins monthly service is getting traction and the recommendation is to fund the “main” course up to \$200 from the Church’s budget to defer some of the cost for host group.
- Staff met to compile a master calendar of activities happening in the Church through May of 2023 and requested that we cross check for potential conflicts before scheduling additional activities. Rector proposed first weekend in February for Vestry retreat and asked that Vestry members revert with availability.
- Youth formation is off to a great start. Rector met with potential Youth Ministry leader candidate Ethan Page, who was baptized at SMEC and has worked for the past several years at Camp Mikell. Feedback from discussions with other Church members as well as references is very positive, and Finance Commission is supportive of extending a part-time offer (20 hours per week) to begin in September. Father Brown will take a more active role in supervising this new hire and the Children and Youth Ministry.

Treasurer’s report (Jed Dennard):

- No Finance Committee meeting in July.
- Pledges increased by \$4,500 in July. Monthly revenue was significantly below budget, although so were expenses. The year-to-date expense to revenue deficit is \$138,668.
- A year-over-year comparison shows that July 2021 revenues were roughly 25% higher, though that number included the rental payment from SMES, which has not yet been received in 2022. It also included an endowment grant for \$2,956. July 2021 expenses were also significantly higher but included approximately \$72,000 for audit costs and property insurance.
- Investment account is down slightly YTD but doing relatively well given market conditions.
- Money Market may be a source to tap if we are unable to close the budget gap.

Senior Warden’s report (Martha Evans):

- Encouraged all Vestry members to take advantage of free training from Realm and will extend invitation to guild leaders as well. Jed and Martha will be getting personal session from Leslie Rose on the financial aspects of the application.
- Has had one meeting with the Vestry Nominating Committee and plans to meet again on September 11 to discuss proposed candidates. Requested names in advance to assess whether they meet requirements.
- Looking for additional options to simplify voting.
- Discussed ongoing need for Vestry to be available prior to/following services to greet and welcome parishioners.

Junior Warden's report (Grant Ford):

- Reviewed progress and recommendations for Endowment-funded renovation projects, including reflooring Lower Gable Hall, supplies for handbell choir, and youth room and music suite improvements.

Liaison reports :

- Outreach/Carol Roberts: Three grant applications will be reviewed in September with roughly \$21K to budget for Outreach.
- Children and Youth/Man Martin: Children's formation has begun with a new curriculum and has great attendance. One of our newer parishioners has joined as a formation teacher.
- Suthers Center/Jim Reese: We have a new truck emblazoned with our logo to transport food. Committee is now putting greater focus on relocating the SC from the Church campus.
- SMES/Jodie Guest: The school has hired The Rev. Brandon Duke to serve as new chaplain and the reception has been positive. Fr. Duke joins us from Children's Healthcare of Atlanta (CHOA), where he served as the cardiac chaplain ministering to families in the CHOA heart center. As an Episcopal priest, Fr. Duke spent his career in various roles at St. Julian's Episcopal Church. We will look for an opportunity for him to join an SMEC service and introduce him to the congregation.

New Business

- Motion to complete and tally ballots on the following items was approved and results are as follows:
 - Diocesan Fair Share Commitment, which requires each parish give 10% (tithe) of the average of the past three years' Total Operating Revenue to support the Ministry and Mission Budget of the Diocese – **Approved unanimously**
 - Delegation to Diocesan Council: Lay – Jim Reese, Martha Evans, George Williamson, John Betz; Clergy – Monica Mainwaring, Colin Brown, Victoria Jarvis; Alternate- Angela Williamson – **Approved unanimously**
 - Admission to Candidacy for Holy Orders endorsement for Luis Ottley – **Approved 11-2**
 - Endowment Fund Trustees: Jon-Paul Roy, Cory Crotty, Tim Peek, Mitchell Haas, Karen Rose (replacing Steve Hurlbutt and serving a partial term) – **Approved unanimously**
 - Governing rules for the Administrative Commission, whose responsibility is to maintain a system of checks and balances, to ensure that money is spent wisely, that church services are provided in the most efficient manner, with the highest level of safety, for the day-to-day operation, upkeep, and long-term preservation of the church's campus and physical plant, while considering available resources – **Approved 12-1**
 - Endowment-funded proposed projects – **Approved unanimously**

- **Plaques in the prayer garden:** We recognize the need to better maintain memorials and be more deliberate and proactive in overall design moving forward. We could rearrange/refurbish to showcase in time for our 75th anniversary. One idea is to clean up the entrance to communicate that this is a sacred space. We are also looking at ways to maintain a more accurate history for people to easily reference. Further discussion is required on how we handle memorials and what we want the prayer garden to look like.
- **Budgeting process for 2023:** 2022 was a “faith based” budget and, while the gap is closing, we still have a significant revenue shortfall. We discussed approaching 2023 with a “growth-based” budget, demonstrating to the congregation how our investments are bearing fruit. Growth is coming largely from new parishioners. Approximately 90 % of the operating budget is people and music so there is not much room to cut, but we could consider supplementing with investment fund distributions and carve a separate line for capital expenditures, which are largely covered by the Endowment Fund, not currently reflected in revenue. The suggestion is to wait, if possible, to prepare next year’s budget so we have more data to drive our discussion.
- **Strategic plan and communication to parish:** Discussed a cadence of communications to convey the outcome of our Vestry retreat and Reference Team engagement, including:
 - helping complete Realm profiles and casting Vestry votes on September 11.
 - presenting our vision for how to grow the church and stewardship during the One St. Martin’s lunch in October.
 - sharing what we’re doing to energize parishioners and how they can get involved during Rally Day (either first or second Sunday in November).

Closing prayer (Monica Mainwaring)