

**CHRIST CHURCH VESTRY MINUTES
SEPTEMBER 21, 2020**

Members Present: Hope Stephenson (Senior Warden), Janet Welch (Junior Warden), Lee Hooie (Treasurer), Bob Rupe, Chuck Whitaker, Barbara Boyce, Jane Reed, CJ Howard, Blake Hadley, Jennifer Miller (ZOOM)

Members Absent: Sandra Kopp, Vicki Tessmer

Clergy Present: Father Robert Baker

Parishioner/Staff Present: Kim Kalaman (Minutes)

The vestry meeting was held in the church parlor with one member attending via ZOOM teleconferencing. Social distancing was practiced and masks were worn by many. Father Robert opened the meeting with prayer at 6:08 pm. He then presented a Bible study on The Law of Solid Ground which is trust. He pointed out that trust is the foundation of leadership and that good character is important to gain trust. It is important that we develop trust in our community. Fr. Robert uses words mentioned by Steven Covey a motivational speaker who spoke on promises. He said that it is important that when you make promises you keep them. When a person makes promises, but does not keep them it erodes away at trust. Fr. Robert said to read Galatians 2:1-10 to learn how Paul built trust, to look at what Paul did and to contemplate how to put the reading into action.

Priest's Report:

Stewardship- Patrick Whelan has agreed to chair the stewardship commission. Fr. Robert is waiting to hear from Rick Teigland to see if he will co- chair. Also, interested in helping is Chuck Angulo. The hope is that we can be creative during this stewardship campaign.

Fellowship -Some functions have been decided to be canceled. This year there will not be an All Saints picnic or our yearly Auction Gala. These are not canceled for good but just for this year.

Pray for our Nation- Carolyn Howard brought to Fr. Robert's attention to host Pray for the Nation. All churches around the nation will pray with no political agenda. It is to peacefully pray for our nation. The date and time will be September 26, 2020, noon until 2:00 pm.

Dedication- A re dedication of the organ will take place October 18, 2020 at the 11:00am service. A plaque will be presented and special pieces will be played on the organ to thank the Des Champs. The service will be taped and then taken to the Des Champ's home for them to watch.

Signage content- Fr. Robert brought up that he would like to pray and support our law enforcement on the electric sign. He said he would like to put Please Pray for our Law Enforcement and First Responders. On the following slide he would like to put Thank you for your service. He asked for the vestry's opinion of this due to the unfortunate political unease at this time. Jane Reed agreed that adding First Responders was wise because it broadens the content. Blake Hadley said it was unfortunate that words have been misconstrued. He gave an example that so many now seem to view justice as vengeance. It was agreed to go ahead with thanking our law enforcement and first responders.

Education- Fr. Robert said he participated in an online course through the University of St. Mary's. He focused on active participation to liturgy.

Deacon's report – Deacon Gretchen was not present at the meeting to give her report.

New Business:

Ambassadors- Blake Hadley spoke on how we can make a positive impact and be successful ambassadors for the Church. He said the need was to do more than just greeting but to take it to the next level. After taking action with introductions and getting to know one another follow through with an invitation for them to return or inviting them to sit with you next time. Build the relationship that Fr. Robert spoke about in his homily on Sunday. Once they have returned, Blake suggested getting them interested in activities and groups we have going on in the church. Make them feel a part of our church family. Look at

newcomers as “treasures” to our church. It was asked what is in the bags for newcomers and if they include a card for visitor information. Blake confirmed an information card is included. Blake said many churches have them but they are not always successful if the follow up is not timely. He again stressed the one on one personal contact as an important way of reaching nonmembers. Bob Rupe shared that he had printed business cards, with his information and the church number, to share with visitors. Hope added that maybe practicing with those you see each Sunday but do not really know would make it come naturally to those who aren't as comfortable at this ministry. Blake said he would begin to form a core group. He asked if anyone from the vestry was interested to come and see him. Blake ended saying to read Corinthians 2 5:2.

Treasurer's Report:

Monthly report- Lee Hooie, treasurer passed out the August Treasurer's report. It showed the revenue for August at \$443,368. August revenue was up \$1,984 from July. The summary showed that August 2020 was \$82,065 below YTD budget. Lee explained that it was due to not having the loose plate and non pledge contributions this year due to the circumstances of COVID. Lee also brought up that the PPP loan was is still on the books. This is because the SBA has not given banks a decision of who owes. Janet Welch and CJ Howard both brought up that the thought is most likely businesses with loans of \$150,000 or less would be forgiven. Lee reported that Hancock Whitney has said to hold off in submitting the proper paperwork for forgiveness until a decision has been made.

Budget- Lee is currently working on the 2021 budget. She will also be working with the stewardship commission so that a realistic working budget can be implemented.

Cares Act- Lee reported that items have been ordered and continue to be ordered for PPE (Personal Protective Equipment) for the health and safety of our congregation. Submission of purchases should be into the county by December 7th.

Fernando's contract- Fernando Rojas' contract has been edited and approved by our Chancellor Alan Prather and will be signed this week by Fernando and Fr. Robert. CJ Howard asked if he had turned in his worker's compensation exemption certificate. Fr. Robert said it is on file.

Approval – Chuck Whitaker motioned to approve the treasurer's report. Jane Reed second the motion. The motion was approved by all.

Senior Warden's Report:

Vestry Handbook- Hope Stephenson had asked the vestry to read chapter 3 in the Vestry Handbook. She said she picked this chapter because it focused on finances touching on both stewardship and budget. Hope pointed out that pledges were only one part of stewardship. Stewardship should not just be the pledge campaign but continue all year. Blake Hadley mentioned that he liked how Father Robert has been pointing out what our pledges have been going towards. Hope then asked if there is a set procedure and document for people to have so they can leave money to the church when they pass away. CJ Howard noted that it would be a legal documentation and need to be done with that person(s) attorney. It was noted that there is a section on the pre funeral arrangement form where a parishioner can denote if they have a Will and if a Trust fund has been left to Christ Church. Lee Hooie noted that in the discretionary fund section of chapter 3 it states that money from the loose plate once a month should be given to the discretionary fund. She noted that because loose plate has been low due to the COVID circumstances this has not been done. She will be working into the future budget. Father Robert brought up that it is probably time to start thinking about doing a Capital fund campaign. He stated they are productive to do every so often.

Offering Guard- Hope announced that now that all three services were happening that the vestry was needed to collect the money after each service. She passed around a signup sheet for the collection schedule. Sandra Kopp will be making a rotation schedule for each month.

Notebooks- At the vestry retreat in June, Canon Norman suggested having notebooks; The reason being that information will be accessible and can be passed down to incoming vestry members by the outgoing vestry members. Items suggested to keep in the notebooks were a calendar, by-laws, minutes, vestry contact information and budget material.

Minutes- It was brought up that, to get the minutes in the Chi Rho before the next vestry meeting (which is always a month after) the vestry approve minutes online. This would give Parishioners a more timely report on what is going on in the church. Hope made a motion to get the minutes written, edit and approved online. Jane Reed second the motion. The vote was unanimous.

Marcella Slideshow- Hope suggested that because Marcella was so dear to everyone and such a special part of our church that we honor her with a slideshow of all her pictures. Hope suggested finding pictures of Marcella with children as well as those pictures she took that captured our church's life. It was asked if Tom Tryon was out of the hospital. Father Robert told the group he would be getting out of the hospital on Thursday. The family did not have any plans made at this time for the funeral.

Junior Warden's Report:

Security system bids- Janet Welch brought to the group three bids for security systems. On a chart she showed the group what was offered by each company. The bids came from ADT, EPS and Stanley. ADT is able to update the office for \$2500. The system should then work with the church alarm system. It is a \$264 monthly fee. EPS could update the office for \$10,000 at a \$480 yearly fee. Stanley could update for \$12,000 a year at \$156 monthly fee. Stanley does not have any local monitoring contact. Epitome never came back with a quote. Fire alarms and alarming for the education building were brought up. Janet noted that the cost to go into the education building at this time would be very high. This is due that everything would have to be brought up to code and permits needed. Blake Hadley asked if the Education had to have updated fire system for insurance. CJ Howard said that last year's audit only focused on Hurricane insurance. CJ asked what the fire inspector has said. Janet reported that all fire inspections have been passed. CJ noted that ADT can be very expensive. They often make changes and then you are liable for paying difference. Also, ADT is known for calling with every little problem. Barbara Boyce stated she had heard ADT was going bankrupt. Hope suggested we look into the report of possible bankruptcy. Blake was curious if we were bound to contract if we decide later to change companies. Janet motioned for a vote to go with ADT. Chuck Whitaker second the motion. There were eight Yeas and two Nays. Janet will let Ed Granowicz know to contact ADT to update the office system.

Air Conditioner- Janet told the group that a dehumidifier had been located in the chiller room. It was never used and was put in 2006. She said Mike Simmonds our air person and Ed are working on reprogramming the system. When that is done 25% of fresh air will be circulated rather than 75%. CJ Howard asked that right now with COVID isn't having the 75% of fresh air a good thing. Janet said no! It is causing a big mildew problem in the sanctuary. Janet stated that a plan to install ultra violet units is also being looked at to help with the mildew. Blake asked if this would help with the mildew in the organ. Chuck Whitaker said yes, a unit would be placed to help the organ as well.

Sound system- Jimmie Vann has ordered equipment for our sound system. He will begin working on the system this week.

Old Business:

Christian Education- Hope brought up that Pat Fraser has been trying several things to keep in touch and connected with the youth. She said that often Pat is feeling that she is not having success. Hope said that Pat would welcome any ideas. Hope mentioned having been to Bayside and noticed that they offer community service options to get children involved and working together. CJ Howard mentioned that unfortunately our youth program has not been strong for a while. Fr. Robert said that Pat has strength in Christian Education. He said the next to hire should be a strong Youth Minister.

Approval of Minutes: The August 17, 2020 minutes were looked over by the vestry. CJ Howard made the motion to approve the August 17, 2020 minutes. Chuck Whitaker seconded the motion. The motion passed unanimously.

Adjournment: Bob Rupe made a motion to adjourn the meeting. Lee Hooie second the motion. The motion passed unanimously. Father Robert closed the meeting with prayer at 7:47pm. The next Vestry Meeting will be held Monday, October 19, 2020 in the Parlor.

Senior Warden

Date