

## **Vestry Minutes 21 August 2019**

Attendees: The Rev'd Guy Hawtin;  
John Cobb; Traci Collins; Paul Douglas; Priscilla Huffman; Brock Johnson; John  
Karlsen; Brice Richardson; Peter Threadgill (secretary);  
Bob Reynolds, treasurer.

The meeting was an executive session.

The Rector called the meeting to order at 1904 with the Vestry Office.

### **1. Reading of the Minutes**

Fr Bursi's minutes were unavailable, so it was decided to defer the reading of the minutes until the next meeting. (Moved by Mr Reynolds, seconded by Mr Cobb, voted unanimously.)

### **2. Treasurer's Report**

#### **2.1 Roof Fund**

There was a discussion of the Roof Fund. The Schramms have pledged 10% of the cost. There is also a donation from Ms Collins' mother, originally intended for Dr Bob's, which will be diverted to the Roof Fund, given that Dr Bob's is no longer in existence.

#### **2.2 Financial Reports**

During the review of the financial reports, Mr Threadgill requested that the increase in equity be removed from the Profit and Loss Statement, since it is not actual income against which checks can be written. Additionally, there was some question whether the frequent transfers of money from the investment fund were clearly shown in the P&L statement. Mr Richardson stated that we need to account for reserve transfers to cover payroll so that we can understand what is going on. The inclusion of the equity increase (and dividends and interest), and the lack of clarity in reserve transfers obscures the fact that the parish has been running at a significant deficit in recent years. Mr Reynolds said that the bank was satisfied with the P&L statement, and the Rector was in favor of keeping the P&L the way Mr Hawkins had set it up. Mrs Huffman stated that we need a good version of the financials. Mr Cobb said we should bring someone in to review the books, and that we should get an independent evaluation by a firm not known to anyone.

There was a discussion of the newsletter mailing. Mrs Happy Riley provided a report on the cost of the mailing (\$4,500/year for 326 people). The threshold for bulk mail is apparently 200, so we don't want to fall below that, and there is a concern that the Post Office may eliminate bulk rates for small amounts or limited zip code sizes. Additionally, there is a charge for the return of bad addresses.

#### **2.3 Every Member Canvass**

There was a discussion of the need to do an Every Member Canvass. The Rector observed that the last canvass was organized by Alan Gushue fifteen years ago. There was a discussion of who, exactly, is a member of the parish. Mr Richardson said there used to be a "little green parish book", which listed the members of the parish, along with their addresses and phone numbers. The Rector said the Parish Book was discontinued because a couple of people had used it to solicit for a variety of things. The Rector said he had buried people who were

“members” whom he had never seen. Mr Cobb said that you could be a member of the parish without ever attending a service, as long as you gave something, like \$10 or \$15.

It was not clear how successful the previous canvass was. Mr Reynolds observed that people had stepped up to contribute to the Roof Fund, but that we’ve lost members through death and attrition. The Rector says we’re gaining new families, but that we need an explanation of the cost of running the church. Ms Collins said that the issue with changing demographics is that younger families don’t have as much discretionary income, but the Rector countered that they do. Mr Reynolds said that a canvass needs to focus on time, treasure, and talent, and not just on treasure (i.e., pledges). Mr Threadgill suggested making people more aware of the various volunteering opportunities available.

As part of the canvass discussion, and the need to explain what the church’s financial needs are, the Rector said there was a need to survey the parish to make sure we were meeting their needs. He suggested asking people how they felt about service times, music, the Sunday School, among other things.

Mr Richardson moved that we set up a committee to arrange an every member canvass, and Mr Cobb seconded. However, there was a discussion whether a separate Survey committee should be established, or whether the same committee should handle both items. Mr Threadgill offered a revised motion to set up both Survey and Canvass committees which would work in cooperation; Mr Richardson seconded the motion, which was passed unanimously. Mr Threadgill volunteered to chair the Survey committee.

### **3. Rector’s Report**

The Rector announced the departure of Fr Kerouac for Florida. *[Detailed discussion omitted.]*

The Rector announced that the Bishop had altered Fr Mark Newsome’s affiliation: he is now an associate rector at Saint Stephen’s, and he will be joining the parish’s team of preachers. In addition, the Bishop has licensed Fr Newsome to serve at All Saints Anglican Church, Raleigh, North Carolina, a parish of the Reformed Episcopal Church.

The Rector announced that he has appointed Fr Novicki as the new Vicar. *[Detailed discussion omitted.]*

### **4. Rector’s Warden Report**

Nothing to report.

### **5. People’s Warden’s Report**

Mr Cobb reported that Mr Mullaney had helped out with the leaning dogwood, and that we were getting estimates for the HVAC unit. Pipco’s excuse for not doing the inspection was that they weren’t able to get into the church.

Boxes have been installed on the thermostats; the keys are in Mrs Riley’s office. The units had been stuck in vacation mode. Mr Richardson asked how the units would be affected by Daylight Saving Time; Mr Karlsen answered that Pipco makes quarterly visits.

Concerning the HVAC, Mr Karlsen said that the unit in the tower is 30 years old. It was suggested that the new unit could hook into the existing vents. The old compressor should be left in place, because you would have to go through two roofs to get it out.

The recent storm may have caused the blown breaker (33) near the organ, but it has been fixed.

## **6. Committee Reports**

### **6.1 Parish Life Committee**

The Summer Fall Picnic is on Sunday the 8th at 1300. The next meeting of the Parish Life Committee is on Sunday the 15th.

Mr Richardson stated that there was an offer to replace the computer and phone systems. Mr Cobb moved that we accept the offer, and Mr Karlsen seconded the motion. The motion was passed unanimously.

### **6.2. Sunday School**

The Sunday School held a successful ice cream social. There will be a late start to the beginning of Sunday School (September 15th), after Ms Collins returns from vacation. There will be a number of changes in class assignments as a number of children age up.

### **6.3 Grounds**

Mr Dick Huffman was commended for the good job he did mowing.

### **6.4 Stewardship**

Nothing to report.

### **6.5 Memorials**

Nothing to report.

### **6.6 Construction & Rehabilitation**

Nothing to report.

## **7. Old Business**

Mr Reynolds reported that the roofer had received the deposit. Someone will have to be available to let them in.

## **8. New Business**

Mr Johnson reported that the doors to the narthex had been left open, and the ushers should be reminded to check the doors after service.

## **9. Adjournment**

Mr Richardson's motion to close the meeting was seconded by Mr Cobb, and passed unanimously. The meeting adjourned at 2100 after the closing prayer.