

Episcopal Church of the Epiphany
Vestry Meeting Minutes
DATE: July 29, 2018

In Attendance:

Bonnie Kissler, Brenda Lloyd, Bill Gary, Nancy Chandler, Holly Slater, Dennis Edmiston, Clare Schexnyder, Kimberly Bonde, Alix Janke, Sharon Hiers, Martha Rummel, Benno Pattison, Annie Strahan

Absent – Katie Pederson, Ann Fowler, Amy Shipp

Prayer and Lunch:

Lunch: Clare provided a delicious lunch.

Prayer/Meditation: Benno lead the meditation.

Minutes: The June minutes were presented. It was moved that they be approved. Motion was seconded, and the minutes were unanimously approved.

Gifts over \$100: Gifts over \$100 were presented and approved.

Rector's Report:

- Benno reported that the youth pilgrimage following the route of the great migration was very successful. He felt that the content and theme of the pilgrimage worked well in keeping the participants focused and made for a meaningful journey. Benno also reported his thoughts on his own staff management style. Benno would like vestry members to bring a list of 5 possible new vestry members to the next meeting.
- Sharon reported on her experience at General Convention. She spent time with the committee on racial reconciliation. She also reported that the House of Bishops rejected the request for a study committee to consider a re-write of the Book of Common Prayer. More inclusive language will be considered for the Eucharistic prayers, and liturgies for same sex marriage were approved.

SR Warden Items for Discussion:

- Bill reported that Tom from building and grounds is working with Little Forest Preschool to get ready for their August opening at COE. There have been a few issues they have been discussing, which include dead limb trimming from trees around the church property and providing temporary fenced area for children when COE begins demo on the existing fenced playground area for Point renovations. Benno will get with Deb (owner LFP) and Tom, as well as Katie, to discuss these issues and decide what we can/can't do and who will bear the costs per the agreement between the parties. Benno indicated that we should not be adding any fencing (temporary or otherwise) until approved by him.
- Bill mentioned that Shea would welcome a person or couple to be the phone contact for the alarm company when the alarm goes off outside of business hours. Clare volunteered herself and Jay. Benno said he would think more about this as there would be some knowledge sharing / training needed to make this a smooth transition.

- Bill also brought up the issue of fees for online payments to the church. There is a fee involved and it needs to be determined whether the church will absorb the cost or pass it on to the people making the payment. Vestry decided to revisit this issue for further consideration after the Stewardship campaign in the Fall and before finalizing the 2019 budget to see how much our new online payment feature is being used and the impact these fees are estimated to have on the 2019 budget.

Committee Reports/To do list

Finance: Finance chairs were not present for the mid-year retreat, but Bill reported that the deficit in the Kanuga account is something that Finance has been reviewing for us since Parish Life brought the matter up for discussion in the June Vestry meeting (*Postscript Note #1: Finance has reported to Bill after the Mid-Year retreat that the Kanuga account deficit is actually \$7,338.16 and not \$2,700 as was erroneously reported by Bill at the mid-year retreat*). Sharon will work to create a budgeting committee for this year's retreat and to perform a more detailed audit of last year's retreat income and expenses to see if there is any way to improve this deficit amount. Bill reported that Stephanie Everett and Doug Kertscher have said they would be willing, if requested, to help with resolving where they can some of the deficit from 2017 and to create a plan to avoid further increasing the deficit for this year's retreat (*Postscript Note #2: Susie's report reflects that the total expenses incurred for the 2017 retreat were \$15,132.31 and the present posted income for the 2017 retreat was only \$12,429.42, so we added \$2,702.89 to the deficit in 2017, which said amount is included in the present TOTAL deficit of \$7,338.16*). There is some concern that some of the 2017 deficit might be from pulling expenses for staff and scholarships from the Kanuga account line item instead of from other staff account and discretionary accounts. This is an example of one area Sharon will review with the Kanuga budget committee. Holly indicated that the Kanuga planning committee has never really had a budget to follow, and really looking at all costs and coming up with the budget will greatly help with planning and avoiding a deficit in the future.

Jr. Warden (Communication Process Discussion): Nancy brought up the issue that committees (after the annual budget is approved by the full Vestry) should be in charge of their spending and if Finance needs information about the expense of any committee, they should attempt to go to that committee first before bringing the matter to the vestry. The vestry liaison for that committee should also get a heads up if Finance is going to request that a financial matter regarding a committee be heard by Vestry.

Building & Grounds: Tom has submitted a report on what has been done and future plans. Vestry is very thankful for Tom's leadership of the B&G committee this year and the progress he is spearheading.

Gather - Strengthen - Flourish: A demolition contractor has been chosen. Benno is going to talk to Finance about having a member of Finance attend Capital Campaign meetings. There is also a request to take down the budget posted in the crossing hall as discussed in June vestry

meeting. Benno indicated he would take care of this *Postscript: Nancy removed the budget document from the Crossing Hall on the 5th*.

Stewardship: Annie reported on plans to communicate with the parish concerning stewardship. Boards detailing all parish activities will be ready to put in the narthex soon. Cottage meetings will be held in the fall. Letters will go out as well. The hard-copy pledge card is ready to go and final touches are being made to the online version. Vestry will be assisting with the Stewardship breakfast being held on Sunday, August 12. A sign-up genius was sent to Vestry so please sign up if you haven't already and help with set up and clean up as well as your schedule may allow.

Communication: Clare gave a preview of the new COE website. The issue was raised as to how to make sure when people pledge online that they can also easily link to the payment options. Clare is working on this with Shea paying particular attention to making sure there is clear demarcation between the process of making a pledge online and the process of actually committing to the payments either online via our ACS system or other method of payment (e.g. Bill Pay with parishioners' own bank, personal check via snail mail or plate giving, stock giving, etc.).

Parish Life: Brenda reported that we need someone to head up the nativities if we want to continue to have this event. Whether and how to continue this event (e.g. a smaller version) is something Benno said he will bring as an action item for the staff to discuss.

Outreach: Kimberly reported that the Outreach committee has not met this summer, but that she is in contact with the head of each outreach ministry and that each is within budget.

ECW: Benno met with ECW recently and that younger members of ECW are looking to expand with more activities and meetings that are not only on weekdays to further nurture this ministry and engage all the women of Epiphany.

PRAYER & ADJOURN:

After a final prayer, the meeting was adjourned.