

St Simon's on the Sound Episcopal Church

Vestry Meeting

Tuesday, August 15, 2017

Clergy: The Reverend J. David Knight, Rector, Deacon Clelia Garrity

Vestry Members: Senior Warden Van Fuller, Junior Warden Paul Wheelless, Gene Correll, Elle Estes, Anne Hall, Cathy Halprin, Frank Milhous, Rob Newton, Barbara Smith, Debbie Vaughan

Clerk: Ellen Dodson

Treasurer: Carter Caywood

Guest: Kelley Fuller, Cursillo representative

1. **Call to Order** by the Senior Warden at 5:30 pm
2. **Opening Prayer** by Debbie Vaughan
3. **Roll Call - Confirmation of Quorum** Van Fuller

4. **Consent Agenda** – motion to approve by Barbara Smith with a second by Cathy Halprin. Motion carried by acclamation. Items included:
 - a) Approval of Minutes, July Vestry Meeting
 - b) Approval of July Financial Report

5. **Parish Update: Cursillo:** Kelley Fuller reported that the mission of Cursillo is to build up our parish churches by encouraging and empowering members to do God's work by spreading the Gospel. The event is a three-day weekend during which attendees learn simple methods for nurturing and growing one's relationship with God. Afterward, it is recommended that each person attend a reunion group weekly, of which there are presently two at St. Simon's. Bishop Kendrick highly recommends Cursillo and has made it a priority to encourage his flock to attend. More information can be found at www.coastalpilgrims.com.

6. **Committee Break-Out Sessions: Ten Minutes**

7. **Committee Reports**
 - a) **Administration (Gene Correll)**
 - 1) 2016 Audit Update: the audit should be completed by the first week in September.
 - 2) 2017 Discernment Update: Our consultant from the Episcopal Church Foundation, Leslie Pendleton, will be at St. Simon's on Sunday, September 24. She will speak very briefly at both 8:00 and 10:30 services to introduce the parish to the Discernment Process. She will also be available during the coffee hour to discuss and answer any questions. That afternoon, she will train our facilitators on conducting small group meetings with parish members for gathering ideas on how God is calling St. Simon's to prepare for its future in areas such as new construction, restoration, or expansion of facilities; outreach; ministries; endowments; and debt retirement. It is critical that we have robust participation and sharing of information to build our plan for the future, so we request all parishioners prayerfully consider participating and signing up for one of

the small groups.

The “deliverable” from the Discernment Process will be the identification of areas of common interest, energy and vision. With that information, we can communicate, collaborate, and identify projects and programs and how they will enhance or enable those areas of interest. Once specific projects and programs are identified and real costs obtained, we will be able to decide on the next steps in achieving that vision.

i. Facilitators:

Mary Catherine Cotton
John Gardner
Paige King
Jennifer Lee
Marie Leibold
Debbe Oliver
Mike Sheppard

ii. Hosts for small group meetings:

Cece Allen (at the church)
Kelley and Van Fuller
Keith and Carol Murphy Greene
Bob and Mary Hauge
Stephanie Mefford
Ginny and Mike Mitchell
Carolyn Pinkerton
Al and Patsy Richey
Pam and Matt Scheel
Jack and Bobbie St. Clair White

- 3) 2018 Stewardship Campaign: Rob Newton has volunteered to chair the campaign.
- 4) Use of Major Maintenance & Replacement Fund

Debbie Vaughan, motion from committee to use money from Major Maintenance & Replacement Fund for major repairs and maintenance beyond that included in the budget and maintaining a minimum balance of \$10,000 before drawing on the Line of Credit. Motion carried by acclamation.

5) Discernment Funding Source

Gene Correll moved to use the Catherine Berridge Fund, of which there is \$9,400, to fund the Discernment process. Rob Newton seconded the motion which carried by acclamation.

b) Ministry (Cathy Halprin)

- 1) Becoming a Welcoming Congregation
 - i. Newcomer's Group Update: Greeter program is going well as is coffee hour in the atrium. The sign-up sheet for hosts is available in the atrium. Hosts don't need to stay all morning since supplying the food and/or funds is the primary goal, with John Wyatt available to replenish the coffee and food.
 - ii. Hospitality Group Update: visitor's cards are being printed this week. The committee will decide on what will go into gift bags and research costs.

Cathy Halprin moved to use funds from Hospitality Fund, not to exceed \$500, for gift bags. Gene Correll seconded the motion which carried by acclamation.

- iii. Christian Education Update: Only thirteen responses were received from the Christian Education survey with little input to help us move forward.
- 2) Parish Life Update: Football kickoff is Thursday August 31 with tailgate food
- 3) Parish Hall Worship Plans and Needs: Fr. David requested that vestry members be available this first Sunday to help with guiding people to the parish hall worship space. Signage will be abundant, and there will be parishioners in the parking lot to point out entrances. Things will go much smoother if everyone makes an effort to arrive early.

c) Property/Communications (Paul Wheelless)

- 1) Status of Approved Work:
 - i. New Website: underway with overall framework complete
 - ii. Soffit repairs: 75% complete
 - iii. Parish Hall automobile damage repair is nearing completion.
 - iv. Fire Alarm Upgrade: On hold for parts to complete. Things aren't going smoothly,
 - v. Repairs to the exterior doors in the Scheel Parlor and choir room have begun.
 - vi. Nave ceiling repairs are scheduled to begin the week of August 21.
- 2) Request for Approval of New Work
 - i. Installation of electronic locks/intercom at the east entrance, pending approval of the Rector and how it may affect us being a welcoming church; NTE \$2,600
 - ii. Seawall repairs to mitigate erosion damage, east end by the dock and behind the cross; NTE \$3,000
 - iii. Securing HVAC units to the roof to mitigate damage risk and comply with code; NTE \$1,200

Paul Wheelless, motion from committee to approve the three projects as listed above with Fr. David personally approving any changes to signs and automatic door locks/remote access to ensure our church entry remains welcoming to parishioners and visitors. After discussion, motion carried by acclamation.

d) Vestry Nomination Committee – in progress

8. New Business

- a) Safety and Security Issues, Changes, and Challenges: there have been a number of instances recently which are challenging the safety of our parishioners and activities, and threatening us being a warm & welcoming church. A time of brainstorming yielded some good ideas after which Fr. David suggested that when asked, vestry members explain to parishioners the reasons for the signs which might not make us appear welcoming. It is a very conflicting issue.
- b) Vestry Person of the Day: Fr. David suggested having a vestry person available at each service on Sundays, so a rotation schedule will be set up.
- c) Office Staffing: Since none of the workers through the temp agency worked out, and the remote support possibility didn't materialize, Fr. David has arranged for parishioner Carter Caywood to work a 23 hour work week on a 90-day trial: Monday-Thursday 9:00-2:00 and Friday 9:00-12:00.

9. Rector Announcements:

- a) In an effort to promote the primary focus of Deacon Clelia's ministry at St. Simon's, she is being given the title of Associate for Pastoral Care and Outreach. Bishop Kendrick was enthusiastic with his approval. She has already met with Pastoral Care Team and Outreach Committee and both groups are looking at ways of doing new things to meet the needs of our parish and the community.
- b) Deacon Clelia and the Reverend Cecil Williams of Gregg's Chapel are organizing a prayer vigil on Saturday, August 19 at 6:00 pm to remember the people of Charlottesville and victims of the tragedy.
- c) Fr. David will be gone on retreat the first week in September, Tuesday through Friday after Labor Day.

10. Vestry Member Comments/Announcements: Paul Wheelless reported that makeup Vestry photos will be taken in September.

11. Adjournment at 7:10 pm by the Senior Warden.

- a) Next vestry meeting is scheduled for Tuesday, September 19, 2017.
- b) Frank Milhous is scheduled to offer the opening prayer.
- c) Gene Correll is scheduled to give the closing prayer.

Respectively submitted,

Ellen Dodson
Clerk of the Vestry

