

St Simon's on the Sound Episcopal Church

Vestry Meeting

Tuesday, June 20, 2017

Clergy: The Reverend J. David Knight, Rector

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

Chancellor: Michelle Anchors

Clerk: Ellen Dodson

Treasurer: Carter Caywood

Guests: Leslie Pendleton, Episcopal Church Foundation (ECF)

Gary Gleason, Canon to the Ordinary (Ret) for past Bishop of Minnesota, James Jelinek

1. **Call to Order** by the Senior Warden at 5:30 pm
2. **Opening Prayer** by Van Fuller
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, May Vestry Meeting
 - b) Approval of May Financial Report
 - c) Approval via June 1st & 2nd Emails for Resolution 2017-01

5. **Committee Reports**
 - a) **Administration (Anne Hall)**
 - 1) 2016 Audit Update: the audit remains in progress and is due in September.
 - 2) Name tags: Jack White researched the market for suitable replacement name tags for the congregation and submitted his recommendation which was emailed to vestry members yesterday. (attachment). The suggested badge includes the Episcopal logo, church name, a line for the parishioner's name, and an optional line for a title if desired. Each name badge includes a magnetic fastener, and cost varies with the quantity of the order, 300 being \$1.75 each. Perhaps we have a woodworking parishioner who is willing to make wooden trays to hold the badges.

Anne Hall moved that we order 300 name badges from the supplier suggested, funds of up to \$2,000 to be taken from Robert McMullen Fund (undesignated). The motion was seconded by Elle Estes and carried by acclamation.

b) Ministry (Cathy Halprin)

- 3) Becoming a Welcoming Congregation
 - i. Newcomer's Group: the Sunday morning greeter program is going well.
 - ii. Hospitality Group: coffee hour volunteers are being faithful and efficient.
- 4) Christian Education: Cathy reported that after personally speaking to a good many parents, Lori Lawhorn received overwhelmingly positive responses to the idea of providing food for the children on Sundays. This will be a goal for August when Christian Education begins. Fr. David is still interested in a broader Christian Education survey for the parish.
- 5) Parish Life
 - i. The staff had a calendar planning meeting recently, and scheduled major events for the next twelve months. Fr. David will send vestry members a copy to peruse with an opportunity to provide additions/changes.
 - ii. On Sunday, July 2, the church will provide a red/white/blue cake during coffee hour after each service. After discussion, it was decided that interested vestry members bring various flavors of ice cream to be included.

b) Property/Communications Committee (Paul Wheelless)

- 1) Status of Work
 - i. The Parish Administrator is working hard on the projects which have been approved by the Vestry. Bids from some of the vendors are taking time. Whitrock will begin repairs on the roof above the Scheel Parlor. Specialty Roofing will begin bell tower roof work soon.
 - ii. Emergency Management Plan is being reviewed since this is summer and hurricane season. This document can be found on the website.
 - iii. A problem with the fire alarm system was discovered recently after a Fire Safety Survey. The voice component of the system is not functioning and needs to be replaced.

Paul Wheelless moved that \$3,320 be approved to replace the faulty voice evacuation control panel and microphone on the fire detection and alarm system in accordance with code requirements. The motion was seconded by Frank Milhous, and carried by acclamation.

- 2) Website Update: The 2016 Vestry budgeted \$3,000 for a website upgrade this year. Our present website host, Clover, is very restrictive with what we can/cannot do as we have to use their templates, and it hasn't been a good bargain. Steve Larson tried to update using the existing tools on the service we have now which was cumbersome, so the staff decided to proceed with an RFP, and bids came in: top bid was \$30,000, middle bid was \$3,000 plus \$1,000 annually for sustainment, and low bid was \$2,750 with a few hundred dollars yearly to maintain. Discussion yielded concerns about the differences in the quotes, and the Chancellor addressed questions concerning a family connection with clergy.

Anne Hall moved that we accept a contract with the low bidder, acknowledging that he has a familial relationship with the Rector, and that the Parish Administrator will be the Point of Contact. Elle Estes seconded the motion which carried by acclamation.

- 3) Montessori Expansion Update: Since there will be some room swapping, the air conditioning duct work needs to be redirected so the school can control their system. The cost of this is about \$750.

6. Old Business

- a) Father David will provide an update from staff on the potential installation of freezer locks in the kitchen, and resolution of nursery safety concerns at the next vestry meeting.
- b) REALM roll-out: Fr. David and Barbara Bethea have decided to begin with small groups and individual ministries so questions can be more easily managed.

7. **New Business:** Leslie Pendleton provided a presentation on how ECF facilitates programs for parishes to discern God's calling and develop strategies on how to achieve it. Following God's calling requires vision -- and a plan to get us there. The process of discernment will include outreach to all parishioners to understand their thoughts on how best the church can prepare for its future in areas such as new construction, restoration or expansion of facilities; outreach; endowments; and debt retirement. The outreach involves groups of about 10 or so meeting and discussing how God is calling St Simon's. It is critical that we have robust participation and sharing of information to build our plan for the future, which must be widely communicated and understood by all parishioners.

A motion was presented by Van Fuller to approve an engagement with the Episcopal Church Foundation, not to exceed \$10,000, to facilitate and guide the parish through a discernment process to identify God's calling for St. Simon's. Frank Milhous seconded and the motion carried by acclamation.

8. Closing prayer by Anne Hall

9. Adjournment at 8:00 pm by the Senior Warden.

- a) Next vestry meeting is scheduled for Tuesday, July 18, 2017.
- b) Barbara Smith is scheduled to offer the opening prayer.
- c) Cathy Halprin is scheduled to give the closing prayer.

Respectively submitted,

Ellen Dodson
Clerk of the Vestry

