

St. Simon's on the Sound Episcopal Church

Vestry Meeting

Tuesday, September 19, 2017

Clergy: Rev David Knight, Rector, Deacon Clelia Garrity, Associate for Pastoral Care & Outreach

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

Vestry Members Absent: Gene Correll, Cathy Halprin

Substituting Clerk: Chris Westphal

Treasurer: Carter Caywood

1. **Call to Order** by Senior Warden at 5:32 pm
2. **Opening Prayer** by Frank Milhous
3. **Roll Call – Confirmation of Quorum** by Senior Warden

4. **Consent Agenda:** motion to approve by Debbie Vaughan with a second by Barbara Smith. Motion carried by acclamation. Items included:
 - a) Approval of Minutes of August Vestry Meeting
 - b) Approval of August Financial Report
 - c) Approval for Rob Newton to serve as a Eucharistic Minister
 - d) Approval for Kelley Fuller to serve as a Eucharistic Visitor

5. **Parish Update: Pastoral Care:** Deacon Clelia reported that on August 15th a large meeting was held to bring together various parish members to discuss joining/serving on the Pastoral Care Team. Deacon Clelia invited approximately 35 to attend with 22 accepting the invitation and attending the meeting. The purpose of the meeting was to make our Pastoral Care program even more beneficial to the parish. Major items discussed were (1) hospitality ideas for newcomers; (2) organizing a group of parishioners who are trained in the field of nursing to serve our adopted assisted living facility, Emerald Coast Nursing Home, in a more defined way; and (3) organizing a transportation team to get people to church who may not otherwise be able to attend. Deacon Clelia is now in the process of meeting with some people who attended the meeting to develop improvement options. Deacon Clelia also reported at this time main members of the Pastoral Care Group are Marie Freeman, Mary Hauge, Shelia Campbell, Carol Murphy-Greene, and Chris Westphal. After her presentation questions were fielded from the vestry members attending. One concern was that often the word does not get out when parishioners are in need due to illness or other reasons. Father David explained we do not publically announce parishioners by name/issue due to privacy concerns. If parishioners would like to become involved with Pastoral Care, they should contact Deacon Clelia for a short training session.

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

7. Committee Reports

a) Administration (Anne Hall)

- 1) 2016 Audit delivery postponed due to the fact of illness in the auditor's family.
- 2) 2017 Discernment Update: Leslie Pendleton will be here to speak briefly with parish members at the 8:00 and 10:30 services this Sunday September 24th. Training for leaders will also be that day and the smaller group meetings will be in October.
- 3) Name tags should be available the 1st Sunday in October.
- 4) 2018 Stewardship Campaign will be headed by Rob Newton and the parish will be using a slightly updated version of the program we've used the last couple years. The campaign will be kicked off after the first of the year.

b) Ministry (Cathy Halprin provided a written report prior to the meeting)

- 1) Becoming a Welcoming Congregation
 - i. Water Bottles have been ordered, also ordered were soft books for babies.
 - ii. Parish hall move going smoothly, no major complaints.

c) Property and Communications (Paul Wheelless)

- 1) Status of Approved Work
 - i. Fire alarm system upgrade completed, Scheel Parlor and choir room doors are fixed, and Nave repairs are in progress. Samples of mold were taken in the Nave and the report came back positive with 3 very common type molds present. Meetings will be held this week to discuss the best way to remedy the situation. As it stands presently, of the \$70,000 budgeted for the mold issue \$49,500 has been contracted. We are hopeful the remaining \$20,500 approved will be enough to pay for the possible task order changes to rid the common mold problem we have at this time.
 - ii. Concerning time line for current Nave work completion at present still in question but hopes are to be completed by craft fair date.
- 2) Approval of New Work
 - i. The heating and A/C Unit controlling the Sunday school area needs to be replaced. Paul made a motion to approve the cost of replacement, costal coating protection, securing the unit on the roof, and ensuring the roof membrane is properly sealed at a total cost of \$7,300. Frank Milhous seconded, approved unanimously.
 - ii. The next issue discussed was new work, replacing the ceiling over the choir area with a new design to reflect sound with the hope of improving the acoustics (versus replacement in-kind which is in the contract). A "barrel" type sheet rock design would be intended to project sound from the choir more; the cost of this tile would come with the price tag of an additional \$6,500. In order to discuss options, a motion was made by Anne Hall and seconded by Elle Estes. Father David stated if we are going to do this work, it would be beneficial to do it now, considering that doing it later could result in costing twice as much. Father David also noted the entire sound system and acoustics for the Nave should probably be addressed before making such a move. After much discussion, Van called for a vote of the motion to approve the tiles, no "in favor votes" were offered and all votes nay. Motion did not pass. The ceiling over the choir will be replaced as already contracted.

- d) **Vestry Nomination Committee (Van Fuller):** Van reported five parishioners have come forward to place their names for nomination to be on the Vestry. Van asked the Vestry to keep in mind any other parishioners that may be a good fit for the Vestry in the event more candidates are necessary.

8. Old Business (Father David)

- a) No update was available on alternative funding for automated external defibrillator purchase.
- b) Carter is working out great in the office and funding is about revenue neutral.
- c) Father David has placed the approved work to install a camera/remote opening for the office door on hold. He doesn't want to cancel the work yet, so he reserves the discretion to execute the work at a later time. Father David reports if there is more than one person in the office at a time, then the office will be unlocked. This decision was made due to the fact that someone constantly has to jump up and answer the door. But if only one person in the office then the office will remain locked. In addition, he mentioned consideration of signs for the outdoor chapel area may be necessary to place the public "on notice" not to loiter or litter because we been constantly cleaning up after trash and other debris that is left by individuals (not parishioners) who just don't care.

9. New Business (Father David)

- a) Hurricane relief response: at this time there has not been a request for our help. Father David has heard from the West Texas Bishop and we could be called in the near future.
- b) An updated emergency action plan should be released for consideration soon.
- c) Annual Meeting will be October 8th at 9:30 am. We will have hamburgers and hotdogs afterwards. In support of the event, Father David's son, Joseph, will be here with his music to help keep our spirits high.
- d) Brotherhood of Saint Andrew's recent trip was enjoyed by a group attending from our church. Father David says this may not be our answer, but he is most definitely hoping to have a Men's group that will be considered a worship group which will include the goal of mentoring youth. Van mentioned he was impressed with the Brotherhood's goals, liturgy, and message.

10. Rector Comments/Announcements (Father David): Father David took this time to thank Chris Westphal for filling in for Ellen Dodson, who has stated she will be stepping down at the end of the year. Father David asks for any suggestions for Ellen's replacement to be brought to his attention.

11. Vestry Member Comments/Announcements: Anne Hall mentioned the amount of Pledges collected is concerning because total income is below where it needs to be. After a short discussion, Father David noted this generally happens every year at this time of the year, and often many wait to make their pledges at the end of the year.

12. Adjournment at 6:45 pm by the Senior Warden.

- a) Next vestry meeting is scheduled for Tuesday October 17, 2017.
- b) Gene Correll is scheduled to offer the opening prayer.
- c) Rob Newton is scheduled to give the closing prayer.