

Christ Episcopal Church
Vestry Minutes
January 23, 2007
Minutes

In Attendance:

Clergy: John S. McDuffie, Rector

Vestry members: Bob McCartin, Senior Warden; Louise Wager, Junior Warden; Paul Beck, Christie Carrico, Margaret Cervarich, David Esmond, Jane Follit, Donna Gentry, David Giulieri, Michael Hinds, Steve Pirozzi. Guest: Bill Thompson

Father McDuffie convened the meeting at 7:36 pm with a reading about the wedding at Cana.

REQUEST FROM BILL THOMPSON

Bill Thompson, Chair of the Outreach Committee presented a request to the Vestry for funding for a special project supported by the Rev. David Pollock in Nigeria. The African Peoples' Rights Awareness Association (APRAA) has been working with women from the neighboring villages to enable them to prepare a business plan and to apply for small business loans from money due to be available from the UN. The money for the loans has been delayed and the APRAA needs rent money in the amount of \$4000 at the end of February in order to continue to operate and to serve as a credible broker for these women when the loan money does become available. Bill Thompson indicated that the budget for the Outreach Committee is not large enough to fund this request, although if granted the increased budget request for 2007, they would move money around to pay at least part of it. He also stressed his view that it was important to have an international component of outreach. The Vestry was supportive of the request and promised to discuss it in the context of the subsequent budget discussion.

MINUTES FROM NOVEMBER 28, 2006

Margaret Cervarich noted for the record that she had not been at the November meeting.

It was moved and seconded (Follit, Giulieri) to approved the November 28 meeting minutes as corrected. Passed unanimously.

The Action Item List was reviewed and updated.

CORPORATE CREDIT CARD

In discussion of the guidelines for a corporate credit card, it was decided that a corporate credit card would make tracking easier and provide a better audit trail for Fr. McDuffie's sabbatical expenses. Louise Wager offered to check into getting a no-fee corporate card through Commerce Bank.

CES NEWS

The CES Board met the preceding Thursday. Fr. Mc Duffie distributed copies of a visioning exercise (CES in 2017) in which the Board engaged. The top issues that emerged were: a gymnasium/all-purpose room, retention of quality faculty, raising a \$5 million endowment, and improved faculty salaries. Several goal-setting subgroups were created: Governance, Marketing, Athletics, Finance/Development, Episcopal School Identity. Dave Giulieri was asked to serve on the Athletics subgroup. Donna Gentry volunteered to participate. Fr. McDuffie will send out the descriptions of the subgroups and asked that other Vestry members consider getting involved in order to obtain a better understanding of the school and its relationship to the church.

STEWARDSHIP REPORT

Margaret Cervarich reported that the original estimate of \$460,000 for pledge revenue for 2007 was conservative and she believes that \$465,000 is a solid figure to put in the budget.

BUDGET PROCESS

Bob McCartin had talked with Jane Pontius about the likelihood of the school needing \$100,000 during 2007 and whether that would be needed all at once or piecemeal. The shortfall is a result of CES having

to use its reserves to fund the build-out of the Jefferson Building before sufficient money was available from the Capital Campaign. The preference of CES at this point would be to take the money as a loan from the Capital Campaign, rather than as a loan from the church. This would not impact the planned renovations of the dining room and adjacent bathrooms and the sound system. It would slow or delay the planned build-out of the next floor of the Jefferson Building to create more classrooms. If the shortfall were to be funded in this manner, Christ Church could budget the full amount for CES credits for 2007. Jane Follit suggested that it was time for a status report on the Capital Campaign, including how much money was left, and whether there were plans for it to move into a new phase.

Various adjustments were made to the budget document, including increasing the pledge revenue to \$465,000, removing the \$11,000 of "other giving" that had been included as CMR donations as well as "other giving," increase the CES credits back to \$140,000, and move the \$20,000 from "Youth" to "Work Camp Donations." Under expenses, Bob McCartin noted that the Diocesan Pledge had been made for the minimum amount and the Vestry may wish to consider increasing it if the budget permits. The Vestry discussed whether or not to include the \$4000 for the APRAA project in the \$12,000 budgeted for Outreach, but then agreed that it qualified as a one-time project that would be appropriate to fund from the interest on the endowment. Steve Pirozzi volunteered to do due diligence on the organization and the likelihood that the loan funds will be forthcoming from the UN.

It was moved and seconded (McCartin, Cervarich) to provide up to \$4000 for the African Peoples' Rights Awareness Association subject to the necessary due diligence. Passed unanimously.

Additional adjustments were made in salaries, notably that of the Director of Christian Education, to provide the cost of living increase as well as an adjustment to meet the guidelines for that position. Such adjustments for the Rector and Music Director had already been made.

It was moved and seconded (McCartin, Follit) to accept the budget as amended, including depositing any net revenue from 2006 in a reserve account to be used for future needs. Passed unanimously.

KAREN JOHNSON'S RETIREMENT

Fr. McDuffie reported that there are no plans to replace Karen Johnson when she retires in the fall. She will be handling his administrative responsibilities, including the Charing the Vestry and supervising staff, while he is on sabbatical, and there is funding from the Lilly grant to pay for this. Bishop Chane is willing to meet with the Vestry to discuss what to do when the rector goes on a sabbatical. The Vestry was enthusiastic about this possibility, and Fr. McDuffie will arrange it.

YOUTH MINISTRY

The meeting the previous Sunday to get commitments from parents to participate in the Workcamp had to be postponed because of snow.

ACOUSTICAL REPORT

Fr. McDuffie, Tad Cavuoti, Peg Hincke, Jane Pontius, Nancy Dilliplane, and the CES Music Teacher met with the acoustical consultant on January 10. He discussed various items such as recording capability and amplification in both the Sanctuary and the Murdock Room. He will provide a basic proposal, with modules that can be added independently. The Vestry recommended that Donna Gentry be included in all future meetings since her expertise is acoustics.

CES SCHOLARSHIP

One application for the CEC/CES Scholarship has been received to date. Fr. McDuffie pointed out that the family needs to join the church. They also need to talk to Pam Liverman at CES regarding the loan application process.

NOMINATING COMMITTEE

Three members will be going off the Vestry this year: Jane Follit, Margaret Cervarich, and Michael Hinds. In addition, Louise Wager's one-year term as Junior Warden ends. Fr. McDuffie asked Louise Wager to chair a nominating committee to provide a slate for the annual meeting, which is scheduled for April 22.

COMMITTEE REPORTS

WELCOMING & COMMUNICATIONS

Jane Follit reported that the next Newcomers' Coffee is February 19. About 13 people have been invited. It was suggested that Jane ask Maura to send out an all-member email reminding people about the coffee and inviting any newcomers who did not receive an invitation to attend.

PROPERTY

Paul Beck reported that he had met with a new contractor about the bell tower roof to confirm the bid from Leland. The estimate to repair the copper flashing around the bell tower is \$10,500. This only repairs the source of the leak, not the resultant damage inside the bell tower. Bob McCartin noted that this should come from the Plant Fund.

We are still waiting to get a bid for repair of the stained glass windows. Fr. McDuffie was asked to contact him as followup.

OUTREACH

Michael Hinds reported that members of Samaritan Ministries involved with Loaves and Fishes have begun to get involved with the recipients of the food in an effort to begin to provide them with other services.

The next meeting is scheduled for Tuesday, February 27.

The meeting adjourned at 10:05 pm