

## Vestry Minutes

26 April 2022 7:00-8:00 pm via Zoom

Present: Emily Pearce (Sr Warden), Matthew Salter (Junior Warden), Melene Glynn, Victor Ban, Peggy Gilliam, Emily Correll, Peter McCabe, Bryant Trost, Dave Scott, Bola Adeolu, Allison Roulier, Moss Kendrix, Jeremy Snider, Meg Ingalls+ (Interim Rector), Carol Flanagan+ (Interim Rector),

The meeting commenced at 7:00 pm, Carol provided the opening prayer. New Vestry members were welcomed; Meg noted that every Vestry member was assigned their first choice of position. Minutes from the 22 March 2022 meeting were discussed and a motion was made, seconded, and passed to accept the March minutes.

### **Treasurer's Report.**

- 2020 audit is complete and results indicate a clean audit.
- 2022/2023 budgets are being revised and developed to include funding for the search for a rector as well as compensation for a full-time rector.
- Shared use agreement development continues; the Finance Committee was provided with a 2010 agreement, which is comprehensive and will form a basis for the new agreement.

### **Service Streaming**

- Jeremy discussed the proposal to spend approximately \$4,000 to upgrade audio equipment and install an ethernet drop in the balcony; these upgrades will support streaming services. Peggy noted that the best way to pay for these infrastructure upgrades will be to use funds from the operational account. It was moved, seconded, and passed to make infrastructure improvements, including an ethernet drop in the balcony and upgraded audio equipment using funds from the operating budget.

### **Head of School Report.**

- The final fundraising event of the year is the golf tournament; this year's tournament is sold out and has 100 participants.
- CES is slightly ahead of budget and expects to end the year nearly \$20,000 in the black.
- Enrollment for next year is in progress, nearly 90 students have enrolled which equates to approximately 85 FTE's; more students are expected to enroll through the summer.
- There will be a ten percent tuition hike next year.
- There was a discussion regarding CES staff morale and tasking and it was noted that teachers and staff are frequently given tasks outside of their primary duties. The Head of School is reviewing assignment of extra duties and evaluating options for increased staffing or compensation.
- The 2020 financial audit is complete with no control issues noted.
- Re-accreditation will take place in the Fall, school staff is preparing now for this process.
- CES Board of Trustees is looking for new members to replace those with expiring terms.

Melene and Matthew have Vestry positions that will also make them members of the CES BOT, they will receive their BOT introduction in the Fall with newly selected board members.

**Closing Comments.**

- This was Bola's last Vestry meeting; we are extremely grateful for her service to CEC and wish her all the best in her new job.
- New Vestry members, and those who will miss the retreat on May 7<sup>th</sup> were invited to give brief introductions.

The meeting concluded at 8:00 pm.