

Christ Episcopal Church
Minutes of Vestry Meeting

January 22, 2019

In attendance were The Rev. Cindy Simpson, Assistant Rector; Christie Carrico, Senior Warden; Wayne Cross, Junior Warden, Mary Barnstead, Rob Follit, Meghan Matulka, Delia McCormick, Steve McNeil, Katherine Schexneider, and Audra Snider.

The Rev. Cindy Simpson opened the meeting with an Epiphany meditation/imagination exercise followed by singing the chorus to “We Three Kings”.

Review of Minutes of December 4, 2018

The minutes of the December 4, 2018 meeting were approved as submitted.
(McCormick/Matulka).

CES Report

Christie Carrico presented the CES budget for the 2019/2020 school year. It includes a 3.5% tuition increase and the school is now in the black – after several years of balanced budgets, they are striving to keep it that way.

This budget is based on the actuals for the 2018/19 school year. Delia mentioned that the development officer for another Episcopal School met with Caroline Chapin, George W. and Bob Tressler to provide thoughts on bolstering the school's fundraising efforts. Funds from the upcoming school gala might be expected to exceed the budgeted amount because of the savings from having the gala in the Murdock Room instead of a hotel.

Wayne said that the school board should consult with Michelle Kang for development ideas. Delia motioned that we approve the budget with a message that development needs to be analyzed, strengthened, and improved. Meghan seconded the motion and this was approved.

After further discussion about the school's recruitment of students (concern about low class numbers in the lower grades), Christie noted that they are always concerned about finances and have talented recruitment staff. Cindy noted that the middle school is a draw for many families. The current size of the school is considered to be sustainable.

Construction plans for the new building have been delayed and renovations to the classrooms in the church building will begin first. The Jefferson Building and new building will be discussed at future vestry meetings.

Finance Report

Steve McNeil reported that pledge income and most other categories of income were lower than expected in December but the budget is in the black. In 2018, loose plate giving was up but other categories were down. The vestry discussed ways to improve holiday giving, including putting envelopes in the pews or the programs.

One positive for the year was that CES has been repaying a shortage in their share of operating expenses from previous years. Also, clergy salaries were down \$70,000 from 2017 due to the 7 months without a full-time rector. Music was \$8,000 over budget due to paid singers used during Holy Week, organist subs, and COBRA payments.

Outreach appears to be over budget, but some of this spending was covered by directed gifts.

Utility costs were lower than in 2017, but slightly over budget.

Investment balances were down by 4-6%, but the Plant Fund balance has increased.

\$32,000 from the endowment fund was previously allocated for clergy transition. This would leave \$79,000 available for future projects.

A second vote on using \$50,000 of endowment fund money in order to complete the search/transition process was motioned by Katherine and seconded by Meghan. It passed unanimously.

Budget Presentation

Steve McNeil laid out the detailed budget. Pledges are currently \$615,000, which is low for this point in the year. The Stewardship Committee's projection for pledges for the year is \$655,000 and the Budget Committee's projection for all income is \$674,000. The Budget Committee will announce budget reductions to the parishioners in February.

Christie noted that a new model for stewardship is needed and the new rector will lead this effort.

It was moved to accept the budget by Wayne and seconded by Delia. It was approved unanimously.

Committee Reports

- Adult Christian Formation – Cindy reported that 2 Adult Forum dates have been planned for the new rector's introduction.
- Communication – Christie announced a plan for an online pictorial directory. The committee hopes it will be easier to create and maintain than our traditional paper directories. Christie reported that Jeremy Snider is testing out a new system for blast emails which staff should be able to use without difficulty.
- Environmental Stewardship – Rob reported that the committee has worked out their 2019 budget and is rolling out an informational campaign about elimination of Styrofoam food containers.
- Outreach – Katherine reported an upcoming Wider Circle event on April 6. The committee needs new members.
- Pastoral Care – The group is robust and prayerful – has added prayers for furloughed workers during the federal government shutdown.
- Property Committee –

- Repairs to the bell tower and roof have been completed – problems were due to a poor masonry repair (bell tower) and a faulty gutter (chapel roof) which caused wood in the chapel roof to rot. The repair was budgeted at \$5,000, but actually cost \$2,400.
- Parish house foundation was repaired – no longer open to the outside. Cost was \$1,613 (as budgeted). The basement will continue to leak slowly due to the type of construction and the age of the basement walls.
- Repairs to the kneelers, trash gate, and fence around recycling bins have not yet been completed.
- Hillstrom House garage gutters have been installed – budgeted \$500, actual cost \$350.
- Hillstrom House driveway has not yet been repaired (more than \$1,200 budgeted).
- Nursery Room A/C – Cellini may repair the drip pan over the nursery instead of previous plans. Michele Craig reports that the room is cold even when the heat is on in the Music Room. More information about the problem and proposed solution is needed.
- The ejector pump in the boiler room has been replaced (cost \$2,000 –on budget). A bad transducer has also been replaced, improving room temperature control in the church.
- Katherine moved to draw on the endowment fund to complete repairs (\$7,000) and Meghan seconded it. It passed unanimously. A second vote will need to be taken at the February meeting.
- Eventually the HVAC controller software will need to be upgraded.
- The new elevator has been quoted to cost \$250,000.
- A new phone system is needed – existing system is 19 years old – no one knows how to change the primary message!
- Parish house needs interior paint in the kitchen as well as exterior paint.
- St. Francis Flock – Meghan urged the vestry to attend the February 3 Adult Forum on animal ethics that will be presented by David Clough, a renowned theological ethicist visiting the United States on a book tour. A vegan reception will follow.
- Welcoming – The next Newcomers’ Luncheon is being planned for the spring (May 5 or June 7). Need help identifying who is coming and who’s who. New members are needed.

New Business

There has been a new request for a \$10,000 from the Endowment interest for the CES scholarship for the 2019/2020 school year from a Parish family. Wayne moved to approve the scholarship, Meghan seconded and it was unanimously approved. A second vote will be required at the February vestry meeting.

Old Business

There was no old business.

Christie Carrico led a closing prayer.

Approved: February 26, 2019