

February Vestry Meeting Minutes  
February 22, 2016

The Vestry of R E Lee Memorial Episcopal Church met on Monday, February 22 at 5:00pm  
The regularly scheduled 3<sup>rd</sup> Monday meeting was postponed because of bad weather.

**In Attendance:** Tom Crittenden (Rector), Woody Sadler (Senior Warden), Grigg Mullen (Junior Warden), George Brooke, Susan Cross, Doug Cumming, Keith Gibson, Julia Grossman, Catherine Marcus, Elizabeth Knapp, Susan Lawrence, Holt merchant, Don Whittington, Daniel Wubah.

**Absent:** Carole Elmore, Daniel Wubah

**Guest:** Sharon Massie

**Parishioners:** Frank Settle, Carol Woodcock.

**Opening:** Tom Crittenden announced that the Senior Warden will now lead the Vestry meetings.

**Prayer:** Tom noted current prayer concerns and opened the meeting with prayer.

**Comments by Parishioners:**

Parishioners not on the agenda are offered 3 minutes to voice any concerns or opinions.  
Carol Woodcock had asked that her previous suggestions be known to the Vestry. Frank Settle asked that the Vestry strongly consider a reconciliation process for church unity.

**Approval of Minutes:** The Retreat and January Called Meeting minutes were approved as distributed.

**Closing Prayer Sign-Up:** A sheet was passed out for Vestry members to sign up for closing prayer for Vestry meetings.

**Standing Committee Reports:**

Finance – A statement of revenue and expense was distributed for the period ending 1/31/16. In review of the January statements, it was noted that income is on target and expenses are close as estimated. On the R&E report under property expenses, specifically, #5213 maintenance, actual January cost was \$2784.98 yet actual budget was \$916.67. This was for December-January elevator repairs.

*Balance sheet showed Church endowments down about \$300,000.00 from the period 1/31/15-1/31/16. Also, referenced David Hansen's comments who indicated that we have about 70% stocks and 30% bonds. In 2015, there was .03% growth and in 2016 - 6.8% lower assets. Question was raised as to whether we should change allocations and David said hold for now.*

Tom announced that Cindy Irby has been hired as the bookkeeper to replace Anita Ramp. Anita will train her.

Property Committee – A temporary handicapped access ramp should be constructed in the next 2 weeks on the west side of the church.

Construction Committee - Grigg Mullen, (Junior Warden) has agreed to chair the Construction Committee. Construction is to begin June 1 on a new elevator shaft and entry ways and reconfiguration of the 3<sup>rd</sup> floor to include a large college/youth ministry space. The elevator will be ordered March 1. The project is expected to cost an estimated \$600,000.

Higher Education – James Keane, (Chaplain) and Melissa Cox (Chair) met with Tom about the possibility of Higher Education changing from a Standing Committee to a Ministry group. They raised concerns about standing committee membership requirements and whether Higher Education would be better served by a dedicated group of people that wouldn't have to rotate off the committee. Elizabeth Knapp, Vestry liaison to Higher Education, will meet with James, Melissa, and Tom to discuss this further and the issue will be brought to the Vestry at another time.

Administration and Personnel – Because of work responsibilities former Senior Warden, Jim Farrar has asked not to serve as chair this committee. A chair needs to be identified.

Safety and Security Committee – Susan Lawrence and Mo Littlefield are working on this committee. They request input from other Vestry members about concerns.

#### **Old Business:**

##### Church Healing and Reconciliation

After a lengthy discussion a motion was brought forth and seconded to bring in outside consultants to discuss church healing and reconciliation. **Passed.**

The Vestry discussed two options for consultants, the DIOSWVA Pastoral Response team and the Center for Healthy Churches at Eastern Mennonite University (EMU). The DIOSWVA Pastoral Response is new in the diocese. It was formed to be called into action when there is a crisis in a church (clergy, staff misconduct, etc.) In a recent conversation with Tom, Bishop Bourlakas indicated that the EMU team may be the better choice for our congregation. A motion was brought forth and seconded for the EMU team to come to R E Lee for a *Meet and Speak* session with the parish to explain the program and generate discussion. The session would be held between services in the near future. The Vestry also voted that subsequent to the *Meet and Speak* session the Vestry would decide whether to bring them back for the full program. **Passed.**

To facilitate this meeting the 10:30 service may be moved to 11:00 on the day of the meeting. Tom will contact the EMU consultants to obtain a date.

#### **New Business:**

Change Order Authorization – A motion was brought forth and seconded for Grigg Mullen to sign change orders for the upcoming construction project up to the amount of \$5000. **Passed.**

There is a contingency fund built into the construction budget.

**Suggestion Box:**

There were two suggestions in the suggestion box concerning music. One concerned the postlude which Julia Grossman will forward to the Worship Committee for their consideration. The other suggestion was to repair and not replace the organ.

**Program Director:**

Sharon Massie invited the Vestry to the Wednesday Lenten Dinner and Program, *Living Well in Lent*.

**Comments by the Wardens:**

Grigg Mullen thanked the Vestry for their decision to proceed with the EMU Center for Healthy Churches Consultants.

**Comments by the Rector:**

Tom commended the Refugee Working Group and announced that because of the size and diversity of the group they will have their next meeting at Rockbridge County High School on Wednesday, February 24 at 5:00 pm.

The Wardens have begun to meet weekly on Monday's with the Rector.

**Closing Prayer:** Woody Sadler offered the closing prayer. Doug Cumming will give the closing prayer at the March meeting.

The meeting was adjourned at 6:30.

Minutes were prepared and submitted by Sharon Masie, Program Director