

March Vestry Meeting
Minutes (approved)
March 21, 2016

The Vestry of R E Lee Memorial Episcopal Church met on Monday, March 21 at 5:00pm

In Attendance: Tom Crittenden (Rector), Woody Sadler (Senior Warden), Grigg Mullen (Junior Warden), George Brooke, Susan Cross, Doug Cumming, Carole Elmore, Keith Gibson, Julia Grossman, Catherine Harcus, Susan Lawrence, Holt Merchant, and Daniel Wubah.

Absent: Elizabeth Knapp, Don Whittington

Guest: David Hansen, Megan Hess and Sharon Massie

Opening: Woody Sadler, Senior Warden called the meeting to order.

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

Approval of Minutes: The February Meeting minutes were approved as distributed.

Standing Committee Reports:

Finance – A statement of revenues and expenses was distributed for the period ending 2/29/16. New RELee Bookkeeper, Cindy Irby, and Megan Hess, head of the Finance Committee have met regularly, discussing best practices, etc.

Megan Hess and David Hansen presented potential financing options (margin loans on our endowment and regular bank loans) for the upcoming new elevator/3rd floor renovations Phase 1. This project will cost an estimated \$600,000. These options will be discussed further in the Finance Committee meeting. A Capital Campaign is in the planning stages for all of Phase 1 capital improvement which include undercroft renovation and new organ.

Property – Susan Lawrence reported a Parish spring clean-up day will take place on Saturday, April 16 beginning at 9 am. This will be advertised to the parish. A temporary access ramp will be built the west side of the church on Monday, March 21.

Construction – Grigg Mullen reported that construction is still on track to begin June 1. The new elevator has been ordered.

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

Administration and Personnel –A chair needs to be identified for this committee.

Woody Sadler, Sr. Warden requested a new Standing Committee report procedure. Those committees wishing to report should email an outline report to him and Tom Crittenden on the Thursday before the upcoming 3rd Monday Vestry meeting.

Old Business:

Church Healing and Reconciliation

Two Consultants from The Center for Justice and Peacebuilding at Eastern Mennonite University (EMU) will come to RELee for a *Meet and Speak* session between services on Sunday, April 10. The team will also be present for another session after the 10:30 service. A light lunch will be served.

Rosa Mason Trust – The trust has been turned over and the money is at Edward Jones (\$288,000.) A fund needs to be set up for these monies.

Historic Tax Credits- It has been determined that RELee is eligible for the tax credits from the state of Virginia for the upcoming renovations to the Parish House and the Undercroft. This is a potential \$200,000 for our church.

Tom Gosse was commended for his diligent work on the Rosa Mason Trust and his work with the architect and the State of Virginia on the Historic Tax credits.

New Business:

Parochial Report- The 2015 Parochial Report was distributed before the meeting. The Vestry approved it and it will be sent to the diocesan office.

Convention 2017- 4 delegates and 2 alternates are needed to represent RELee at the DIOSWVA Convention in January, 2017. Susan Cross and Daniel Wubah agreed to represent. An invitation will be extended to the parish for the remaining delegates/alternates.

Safety and Security Standing Committee- A suggestion was brought forth that the Safety and Security Sub-committee become a separate Standing Committee because of the importance of safety and security to our church. The Vestry discussed staff, ushers, etc, being trained to know what to do in case of an emergency. It was suggested that we might have a Vestry person be “on call” on Sunday to be a point of contact person with safety/emergency and other needs as they arise.

Suggestion Box: There were no suggestions this month.

Program Director:

Sharon Massie highlighted program, recent Christian Education and youth events and upcoming Holy Week and Easter services. Sharon also discussed the need for volunteers for Lemonade Brigade and urgent need for volunteers to take over the scheduling for the Lemonade Brigade and new members for the Funeral Guild. She asked that a new Hospitality Committee be formed. It was suggested that a hospitality committee may fit under the Worship Committee. There was discussion about youth speaking to Vestry and in services about youth events.

Comments by the Wardens:

Woody Sadler has ordered copies of the *Vestry Resource Guide* from the Episcopal Church Foundation (www.ecfvp.org) for each Vestry member. He also recommended that the Property Committee make a 5 year plan for needed church maintenance.

Comments by the Rector:

The Refugee Working Group welcomed a family of 8 from the Congo to Lexington on March 11. The family worshiped with RELee on Sunday, March 20.

Tom showed a Japanese crucifix that was a gift to our church and ask the Vestry's permission to install it in the church. **Passed**

Closing Prayer: Doug Cumming offered the closing prayer.

The meeting was adjourned at 6:30. Next Vestry meeting is scheduled for April 18.

Minutes were prepared and submitted by Sharon Masie, Program Director