

R.E. LEE MEMORIAL EPISCOPAL CHURCH

VESTRY MEETING

APRIL 17, 2016

MINUTES-

In Attendance: Woody Sadler (Warden), Don Whittington (Junior Warden), Lynn Dent, Susan Lawrence, Buster Lewis, Grigg Mullen, Doug Cumming, Daniel Wubah, Merce Brooke, Anne Hansen, Keith Gibson, and Susan Cross.

Absent: Catherine Marcus

Additional Officers: Joe Simcoe (Treasurer) and Mo Littlefield (Clerk)

Staff: Tom Crittenden (Rector)

Call To Order and Opening Prayer: The Warden called the Vestry to order at 5:02 p.m., and opened the meeting with the Prayer For Renewal.

Dwelling In The Word: The Rector passed around a scripture reading (Matthew 9) with the Vestry pairing off in twos and threes to discuss the salient parts of the message, and then he asked each to share and discuss words within the scripture that invoked further thought.

Approval Of The March Minutes: On motion by Anne with Second by Doug, the minutes of the March 20 Vestry Meeting were approved unanimously.

Approval Of April 9 Special Vestry Meeting: On motion by Doug with second by Anne, the minutes of the Special Vestry meeting of April 9 were approved unanimously.

Special Vestry Meeting of April 6: It is recorded by the Clerk that the special meeting of the Vestry held on April 6 was for the express purpose of receiving the Full Report from the Consultants and the Discovery and Discernment Committee, whereby the only Vestry action taken was to agree, by unanimous consent, to meet on April 9 to discuss the report in detail and to decide upon follow-up action on the recommendations contained therein.

Bylaws Change: The Clerk announced that the decision taken by the Vestry at its March 20 meeting was to amend the church bylaws to make the name of the church consistent throughout all official church documents. He noted that the parish was notified of the intending bylaw amendment at the two Sunday services on April 2. The Treasure clarified the matter by citing that in some situations the

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name of the church was listed as “R. E. Lee Memorial Church,” in other situations as “R. E. Lee Episcopal Church,” and still in other documents as “ R. E. Lee Memorial Episcopal Church.” He also called to the Vestry’s attention that the Gadsden Trust was designated to R. E. Lee Memorial Episcopal Church, pointing out that the bank, where the church funds are maintained, needs to have the current name of the church recorded correctly in its records, therefore, amending the bylaws will clear the way to update all documents (and signage of the church). Consequently, **upon motion by Susan L., with second by Lynn, the Vestry unanimously approved that the bylaws be amended to record the official name of the Church, as approved at its November 2016 meeting (i.e., R. E. Lee Memorial Episcopal Church) and, as reaffirmed at its February 2017, meeting), for the express purpose of making the current name of the church consistent throughout all its official documents.**

Discovery and Discernment Final Report: The Warden called attention to the Full Report from the D & D committee, in reference to pages 5, 7, 8, 11 & 12, for the Vestry to address the recommendations contained therein. It was noted that D & D Final Report concluded its study from weeks of discernment and discovery with focusing its final recommendations on four distinct areas of church life, namely Spiritual Development, Leadership, Identity and Healing.

-Review Of April 9 Vestry Responses: General discussion was given to the Vestry’s review of the Final Report of the D & D Committee (see April 9 Minutes).

-April 23, Parish Meeting: On motion by Doug, with second by Anne, **the vestry unanimously agreed by common consent to share with the parish the entire Final Report of the D & D Committee via e-mail (and via U. S. Mail for those w/o computers) with the cover letter from the Warden as advance preparation for the meeting of the congregation on April 23.**

Implementation of the Recommendations of the D & D Committee: Each of the focus areas of the discovery and discernment was thoroughly discussed by the Vestry and concluded with the following actions:

-Spiritual Development – In reference to recommendation #1, it was agreed by common consent of the Vestry accepted this item by common consent and referred it to the

attention of the Christian Education Committee for follow up, with Anne and Susan C. serving on the committee as Vestry liaisons.

Concerning recommendation #2 & 3, the Vestry agreed by unanimous consent to refer both of these recommendations to the attention of the Worship Committee for follow up with Buster serving as Vestry liaison.

-Leadership -

In reference to recommendation #1, the Warden announced that, with the unanimous concurrence of the Vestry, he sent a letter to the Bishop under the auspices of Title 3, Canon 9 of the Diocesan Canons, and is waiting for the Bishop to report back. In addition, and, by unanimous consent, the Vestry agreed to refer this recommendation for follow up with the Bishop to the attention of the Administrative/Personnel Committee, with both Wardens and Doug representing the Vestry on the committee.

-Concerning item #2, it was the unanimous consent of the Vestry to a form a new strategic planning subcommittee of the Vestry, and to utilize the Mutual Ministry Review and the Long-range Planning Document, both that were produced in the recent past, with the following vestry members serving on the committee: Lynn, Doug, Susan L. and Don as representatives of the Vestry. The Warden asked that this committee be prepared to report on its plans to the Vestry at the June meeting.

-Item #3, formerly tabled at the previous Vestry Special Meeting, was reviewed, and agreed, upon by unanimous consent of the Vestry, to refer this item to the Christian Education Committee for follow up, with recommendation by Susan Lawrence that the book authored by Kara Powell as a good reference source for the committee when addressing this item.

-Identity-

Following discussion on Item#1 and Item # 2, the Vestry, by unanimous consent, agreed to the appointment of a History Subcommittee of the Vestry to follow up on these two recommendations with the following Vestry members agreeing to serve: Doug, Lynn, Susan L. Don, Keith, including an invitation to be tendered to former Rector, David Cox.

-Healing –

Recommendations #1 & #2 - The Vestry agreed by common consent to refer these two D & D recommendations to the Worship Committee for follow up with Buster representing the Vestry on this Committee.

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Standing Committees: The warden distributed a listing of the Standing Committees for 2017, which included a statement of mission and duties for each committee. In further discussion, the listing of the members and the Vestry liaison of each committee was updated by Vestry action (see attached listings).

Administrative (or Activity) Committees: It was noted by the Rector that the following committees are considered to be “administrative” or “activity” committees: Welcoming Committee, Flower Guild, Altar Guild, and Hospitality Committee sans a stated mission and duties.

Suggestion Box:

Committee Reports:

-Property - Susan L. distributed a report from the Property Committee, noting that the City announced recently that any further water leaks will be paid for by the land owner.

-Discussion was given to the new elevator breakdown on Easter Sunday, and what plans should be made in case of future malfunction.

-The Rector and Susan L. recently made “a walk-around” the church property to decide on needed signage and she also met with a local vendor to discuss sample options for the design of the signs.

-Spring Cleaning Day was held on Saturday, April 8, with John Dickerson (Property Co-chair) delivering mulch, followed by a second clean-up day planned for Friday, April 21.

- New units of niches for the church moratorium will be installed under the balcony by mid-April.

- The replacement of blinking lights in the church sanctuary is being addressed with a long-term plan for replacement of the bee-hive lights.

- The stage curtain will be addressed following the recovery from surgery of Wilma Knick, noting that the installation of the new curtain rods will cost between \$200 and \$250.

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-Merce Brooke is selecting the new air-conditioning window units, replacing those where the need is greatest. I

-Installing a Push Button for the new elevator at the external entrance is being assessed by three contractors, with two expected to offer bids soon.

-The Undercroft renovation is being reassessed in hopes of keeping the architectural integrity of the area but for less cost than earlier bids.

- Susan L. noted that there is a great deal of interest in installing a dumb waiter for transporting flowers and communion items between the sacristy and the sanctuary, concluding with the realization that to take advantage of historical tax credit for all the church renovations cost require expenditures reaching 1.2 million.

Comments By Wardens: The Senior Warden complimented the Rector for all the hard work of the staff in bringing about a very meaningful Easter celebration.

Comments From The Rector: Tom announced plans to attend an upcoming conference on homiletics which would occur on the same date as the next scheduled Vestry meeting. Following discussion on whether or not to postpone the May meeting, **it was agreed by common consent of the Vestry not to change at this time the meeting date for May.**

Closing Prayer/Adjournment: With the agenda having been completed, the meeting was adjourned a 7:05 p.m., with a closing prayer by Merce Brooke.

Faithfully submitted, -Mo Littlefield