

Vestry Meeting Minutes (approved)

R.E. Lee Episcopal Church

April 20, 2015

The regular meeting of the Vestry of R.E. Lee Memorial Church was held on Monday, April 20, 2015 at 5:00 p.m. in the Parish Hall of the church.

In Attendance: George Brooke, John Burlison (Junior Warden), Tom Crittenden (Rector), Susan Cross, Doug Cumming, Jim Farrar (Senior Warden), Julia Grossman, Holt Merchant, Frank Settle, Diana Kenney, Elizabeth Knapp, Sharon Massie (Program Director), Grigg Mullen, Daniel Wubah and Anna Crockett (Clerk); **Guest:** **Absent:** Carole Elmore and Don Whittington

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

Approval Of Minutes: Minutes of the March 16 meeting were approved as distributed.

Committee Reports:

Finance: Daniel provided a summary of noteworthy items on the March financial reports. On the revenue side, Month to Date and Year to Date totals are both higher than budgeted amounts, while expenses are approximately \$4200 above budgeted amounts, primarily due to utilities and office costs. Funds show a gain of \$186,000 since January. Tom explained that the expenditure of \$5400 from the Rector's Discretionary Fund reflects advance funds for Bishop Ben Ogwal's travel from the US to Uganda, where he was recently called as Bishop of the Kitgum Diocese.

Christian Outreach: Susan reported that funds are being disbursed. Grigg added that twenty community groups, including R.E. Lee, provided food for the volunteer Timber Framers during their recent work completing the framing for the addition to Project Horizon's Lisa's House.

Property: John reported that the water cooler has been replaced and one urinal in the Men's Room is working. In addition, the Property Committee is soliciting estimates for mortar repair. Doug mentioned hearing from the city that the parish house water pressure was too high. John responded that the city needs to inform us of that in writing

Administration/Personnel. George reported that the committee's next meeting is April 29.

Higher Education: Elizabeth reported that the committee will meet later this week.

Christian Education: Sharon reported that the committee met today.

Old Business:

Mutual Ministry Review: Jim distributed the current summary of action steps for each committee, and asked Vestry liaisons to share these with the chairs. Jim will send out the electronic document tomorrow. He stressed the importance of keeping the momentum going by ensuring that every committee addresses and provides update of their status in terms of progress on action steps. Jim would like to provide a progress report to the parish in May, possibly in the Cross and Crown, and a full update in December.

Vestry Membership Size: Based on the Vestry's consensus at its February retreat to reduce its size from fifteen members to twelve, Tom stated that he would like the amendment to the bylaws completed by May. Dianna raised the possible complication of tied votes with an even-numbered Vestry. Tom pointed out that the majority of Episcopal churches have twelve-member vestries, and that, in his experience,

tied votes are rarely an issue. John mentioned that R.E. Lee's Vestry size was twelve in 1940. **George seconded Doug's motion to reduce the size of the Vestry to twelve, with progressive reduction in the next three elections. The motion passed unanimously.**

Council Delegates: Tom announced that four delegates and two alternates are needed for the Diocesan Council to be held the last weekend in January, 2016. Delegates will also need to attend prep meetings on May 17, in the fall, and pre-Council in January. **George and Sharon volunteered to serve as delegates, and Susan and Daniel as alternates. Tom will invite Melissa Cox and James Keane to serve as the two additional delegates. The Vestry approved these nominations.**

Parochial Report: Tom distributed copies of the 2014 Parochial Report that reports church membership and attendance at worship services as well as financial information. Tom explained that updates of numbers to more accurately reflect active membership rather than those who were simply on the church rolls, resulted in a fifteen to twenty percent reduction in membership numbers, and that it takes several years to correctly adjust this figure. Nevertheless, we have a relatively stable community here, and Tom is confident that the current numbers accurately reflect membership. **George seconded Elizabeth's motion to approve the Parochial Report. The motion passed unanimously.**

Suggestion Box: Oral: Julia reported that several parishioners pleased with the new format of the bulletin, which they feel makes it easier to navigate through the worship service.

Programs: Sharon reported that Sunday School will end with a picnic after the 10:30 service on May 31. Vacation Bible School is scheduled for June 29-July 3. It will be a missional partnership with the local Lutheran Church and Boxerwood, using the Episcopal Relief and Development Curriculum. Sharon observed that this partnership may appeal to a greater number of children in the community, and asked Vestry members to consider participating in one or more events during this program. Food packing for "Stop Hunger Now" is scheduled for May 10. The Polar Plunge impressively raised over \$2500 for this program. Each pack will feed five individuals, and will likely be used as school lunches in (country?). In terms of personnel changes, Sharon announced that Megan Oliver has resigned as the Youth Director, effective May 31, and that Gail Dickerson will replace ACTS leader Judy Glick, who is moving to Richmond. Finally, Sharon noted that discussions of The Agile Church are continuing Wednesdays at 7:00, and that there will be a Parenting and Wellness Program in July.

New Business: None

Comments from the Wardens: None

Comments from the Rector: Tom reported that the Space Planning Committee would like to bring its report to the Vestry next month, and ask for the green light to move forward, including suggestions for an architectural firm. The capital campaign can begin once that is in place. Based on the significant organ and space needs, the SPC will recommend two phases for the campaign (1. organ/Undercroft and 2. Parish House) but doing planning in entirety in order to have a total picture of what we want to accomplish over a multi-year period. Tom noted that some members of the parish are in favor of using part of our endowment income for these projects. This would have implications for our operating budget, since diverting endowment income to the campaign would reduce the amount available to support the operating budget.

Adjournment: The meeting adjourned at 6:10. Amy offered the closing prayer.

Respectfully submitted,

Anna Crockett, Clerk