

MINUTES OF THE MEETING OF THE VESTRY OF
SAINT MICHAEL AND ALL ANGELS EPISCOPAL CHURCH

March 20, 2019

Summary of Actions Taken

- Approved Consent Agenda
- Approved contributing a \$46,750 reimbursement from the Diocese to the Maintenance Reserve Account
- Elected Janice Bywaters to serve as a member of the Shared Life Committee

Prior to the regular meeting of the Vestry of Saint Michael and All Angels Episcopal Church on March 20, 2019, Eucharist was celebrated in the Bishop Moore Chapel.

Vestry members in attendance at the meeting were: Warren Houser, Senior Warden; Bonner Allen, Junior Warden; Jay Lipscomb, Warden-at-Large; George Baldwin, Marla Briggie, John Ellerman, Jane Greene, Hallie Lawrence, Ben Leal, Stacey Malcolmson, Steve McKenney, Kyle Moore, Blair Oden and Christine Paddock.

Ex-officio members in attendance included The Rev. Dr. Chris Girata, Kathy Kelley, Treasurer, and Ginger Brown, Clerk. Others in attendance included Scott Wilson, Keith Quarterman, Rob Baber, Caroline Marak, Steve Haal and Susan Kalen.

Warren Houser, Senior Warden, opened the meeting with prayer. The meeting was then called to order at the appointed time by the Senior Warden.

Report from the Rector's Taskforce on Extending the Kingdom

The Rev. Dr. Chris Girata began the meeting by introducing the **Rector's Taskforce on Extending the Kingdom**. The task force is a group of 8 lay leaders who were appointed by the Rector in June 2018, to identify ways to expand the body of Saint Michael and All Angels Episcopal Church including assistance to the Diocese in its effort to support church plants around the Diocese. He expressed his gratitude to the task force for its research and thoughtfulness, and introduced three members from the task force, Becky Casey, Jun Il Kwun, and Katherine Penn, to present their report to the Vestry.

The presenters began by explaining the approach taken to determine what SMAA could do to extend the Kingdom. The process included looking at other church plants as well as a lot of data, including the most recent Parish Profile, to determine who we are, why people want to join and what is best for SMAA. The task force noted that generally the impetus behind a church plant is that a church is full, and they saw a need to fill the church first. The conclusion of the taskforce was that the

most urgent need of SMAA is to attract the unchurched young adults – Millennials and Gen X – and their families and bring them into SMAA. The task force urged the Vestry to reach out to these young adults, primarily in the 24 – 52 age range, who live within a short drive and include many who grew up at SMAA, and find a mission to engage them. The task force advised hiring extra staff and forming groups to see how SMAA can effectively engage these young adults and their families and effectively get them to join SMAA. While the taskforce concluded with one primary recommendation, it also studied church plants and satellites and concluded that while secondary to the mission of attracting young adults and families, these options should be long term considerations for SMAA.

Some discussion among Vestry members followed including questions about where the target population lives, why would they choose SMAA, what do they want and what are their needs, and how to bring them in in an authentic way. It was noted that there is no longer a denominational loyalty and these groups want to be involved in a mission e.g., the large group of young adults who are involved at Jubilee. Also noted was that in 2019 SMAA has put an emphasis on hiring additional staff for young adults and young families, now offers family experiences including family mission trips, and has a pre-school starting at 12 months, which is attractive to those in their early 30's.

Approval of Consent Agenda

Prior to the meeting, the Vestry received for its review the materials included in the Consent Agenda, which consisted of the February 2019 Vestry minutes, the Building and Grounds Report and the Farmers Market Report.

George Baldwin moved to approve the Consent Agenda for the March meeting. Kyle Moore seconded the motion. The Consent Agenda was unanimously approved.

Youth Report

Hallie Lawrence reported that there was a middle school mission trip scheduled to Heifer International in Arkansas in July and that the 6 – 12th grade boys retreat and the high school mission trip had been cancelled because not enough participants had signed up. She indicated that although people are unable to commit to events because of scheduling conflicts, there are ongoing youth projects. For Children and Family Ministry, Hallie reported that there was a search for an Assistant Director and plans for a family mission trip. Vacation Bible School planning is scheduled to kick off this week. She added that with the departure of ESD the annual Nativity Pageant would need to acquire risers.

Stewardship Report

Caroline Marak reported \$5.78MM in total pledges to date. She noted that people will be encouraged to pledge throughout the year, and that effort will include ads in

the bulletin on Easter and other important calendar Sundays. She reported that Maria and Richard D'Antoni will be the 2020 Stewardship chairs and that Squeaky Connolly will continue to be involved. Caroline also reported that the Stewardship Committee members would be asked to serve for three years to provide continuity.

Caroline noted that only 9% of SMAA pledges are in the 50 and younger age group. In this group, there are 182 families, and there are plans to implement a strategy to educate and engage those who are not giving as well as to emphasize increases in pledge amounts.

Financial Report

Kathy Kelley, Treasurer, gave the financial report and reviewed the first two months of 2019. She reported that total revenues to date are on target; however, prior year pledges are behind. Notes will be sent out as reminders. Actual expenses year to date are under budget resulting in a \$58M positive variance for the first two months of the year. She noted that the Saint Michael Episcopal School (SMES) is ahead of budget at this point; however, registration for the next school year has resulted in 16 remaining openings. The shortfall is primarily from the 4 year olds who have already moved to a different school for Kindergarten. Projections had planned for three more classes than the current number offered. Because there is a requirement for two teachers in every classroom, it is difficult to expand the older classes.

Kathy reported that Greg Pickens had spoken with the Finance Committee at their March meeting about his planned sabbatical scheduled for August 1 – November 1. He plans to look at premarital counseling programs and bring ideas back to SMAA. She indicated that the budget has allowance for clergy to fill in while a priest is on sabbatical.

It was also reported that the Diocese had reimbursed SMAA a portion of their assessment from previous years from a surplus at the end of 2018. The amount of the reimbursement is \$46,750. The recommendation of the Finance Committee was to contribute the full reimbursement amount to the Maintenance Reserve Account. A motion was made by George Baldwin to approve the funds being directed to the Maintenance Reserve Account. Kyle Moore seconded the motion. The Vestry unanimously approved the motion.

Maintenance Update

Keith Quarterman updated the Vestry on the planned replacement of the existing chiller. The projected cost had been in the range of \$150M - \$175M; however, a new vendor has determined that instead of a full replacement, certain components of the existing chiller can be replaced for \$75M - \$80M. There will be a three-year warranty and an expected useful life of 8 – 12 years, which will allow the church to address overall HVAC needs. A question was raised as to the certainty of this approach, and Keith indicated a secondary vendor would be asked to affirm and that

Trane engineers were being used. He stated that the plan to replace the motor and compressor only appears to be a responsible option and a better value than replacement of the chiller.

Senior Warden Report

Warren Houser discussed the need for Vestry use of the Google Drive and urged everyone to set it up and log on. This will allow access to committee charters, contact lists, minutes and other Vestry materials. He also reported that Touchpoint was getting ready to rollout, staff training was in process, and Vestry members would soon be able to log on.

Discussion followed about a Church App for SMAA members with a goal to have the App available before summer. The App will be the tool to engage members and will replace streaming as well as the current SMAA website as the principal contact point for church members. The App, which will be member focused, will include the Sunday News, sermons, bible studies, events calendar and event sign ups. The App will also allow members to buy tickets, set up payments, make pledges and review and verify personal records. There is also a plan to be able to invite people to open their App and give for special opportunities. Features will be rolled out deliberately with not all features being available right away. It was also noted that this would be a great tool to engage Millennials. The website will remain as a source primarily for visitors and non-members. Warren indicated that SMAA would have people available on Sundays to help members set up the App.

Warren spoke about the Shared Services Agreement with SMES and the committee made up of two members appointed by SMES and two members appointed by the Vestry. He reported that Janice Bywaters would be a new member of the committee with a two-year term.

Junior Warden Report

No report.

Rector's Report

The Rector reported on the wonderful pilgrimage trip he recently took to the Holy Land with SMAA families. He said the plan is for SMAA to offer immersive experiences every year and to offer some family mission trips that can include young children. Holy Land trips will be family trips in odd years and adult trips in even years. He also mentioned two one week trips scheduled for groups to walk the Camino Trail and a trip planned to the Passion Play in Oberammergau in May 2020. An info session is scheduled for the Oberammergau trip, and registration opens April 1 with spaces limited to 40 people. Discussion followed on how the demand exceeded availability for the family Holy Land Trip and can trips be added to accommodate more people. The Rector said the issue for more trips is the staffing.

While the model is there, there is a limit to clergy time to lead trips. He also noted that being a pledging member of SMAA is a requirement to participate in trips offered.

The Rector reported that a new policy on saving seats would be implemented for Easter. Thirty minutes before the service begins, an announcement will be made that ten minutes before the service, seats may no longer be saved and will be available for seating others who have arrived for the service. There will also be a notice of the new policy in writing ahead of time.

The Rector also reported that the Saint Michael Episcopal School (SMES) has received full accreditation from the Southwestern Association of Episcopal Schools (SAES) without qualification. He noted that SAES has stringent requirements and that SMES received the full accreditation with its first application, which is unusual.

The Rector reminded the Vestry members of the Vestry retreat scheduled for Saturday, March 30 in the Youth Center. The focus of the retreat is to look at development needs of the church going forward.

Mission and Outreach Report

Stacey Malcolmson reported on some planned M&O activities including putting together Easter baskets for Jubilee, which is scheduled for the Parlor on Sunday, March 24 from 9:30 a.m. to 11:30 a.m. and a neighborhood cleanup at St. Philip's School and Community Center scheduled for Sunday, April 28. She suggested that the Vestry plan a team-building project for the fall and work together on an M&O project. She also spoke about the Lenten coat drive for St. Philip's and noted there are bins around the church and asked people to tell their friends in order to help reach the goal of collecting 500 coats.

Christine Paddock reminded everyone of the Angel Chef Cook-off scheduled for Monday, March 25.

Bonner Allen recommended the Lenten Meditation Series on Wednesdays at 12:15 in the Bishop Moore Chapel.

The regular Vestry meeting was adjourned at 6:10 p.m. An Executive Session followed

Respectfully submitted,

Ginger Brown
Clerk of the Vestry

