MINUTES OF THE MEETING OF THE VESTRY

May 19, 2021

The regular meeting of the Vestry of Saint Michael and All Angels Episcopal Church convened on Wednesday, May 19, 2021, at 4:30 pm via ZOOM.

Vestry members in attendance were Blair Oden, Senior Warden; Stacey Malcolmson, Junior Warden; Richard D'Antoni, Warden-at-Large; George Baldwin, Louise Griffeth, Hallie Lawrence, John McFarland, Jr., Steve McKenney, Holly Pena, Carol Roehrig, Jack Rubarth, Ginger Sager, Erica Sartain and Arnold Spencer.

Ex-officio members in attendance included The Rev. Dr. Chris Girata, Rector; Janice Bywaters, Treasurer; Scott Wilson, Chancellor, and Nancy Wilbur, Clerk. Others in attendance were Rob Baber, The Rev. Ken Brannon, Steve Haal, Gary Hawkins, Caroline Marak, Colleen O'Hara, Cassie Pericak, Christie Rodriquez, Meredith Rose and Stewart Thomas.

Louise Griffeth gave the prayer, and Blair Oden welcomed everyone and called the meeting to order. He noted that the Vestry will meet in person in August for the first time this year. Blair asked if everyone had read the Consent Agenda. After a one-word change was suggested in the April 21 minutes, Blair made a motion for the Consent Agenda to be approved, and it was seconded by Richard D'Antoni. The motion passed. There followed discussion regarding the need for consistent language being used when discussing the Foundation and the Horizon Fund and their individual purposes. Stewart Thomas said that they are working on revisions and clarifications to the language at this time, and updates will be given to the Vestry when they are ready.

<u>RECTOR'S REPORT</u>

Chris gave the Vestry a 75th Anniversary update saying the kickoff for this event is August 15, 2021, and the celebration will continue through Pentecost in 2022. The latest Archangel has all of the information about who will be coming both to preach and to speak. Chris said that there will be other projects and events that will further extend our initiative to engage people such as the WOSM's Parish Party and a 75th Anniversary Birthday party in 2022. Mary Jalonick, Margaret Spellings and Phil Ritter's anniversary committee will partner with the M&O committee in raising volunteerism.

Chris shared the 3-year picture that was developed in the Annual Review Report. This 3-year picture is meant to inform what we have accomplished in one year. Each quarter and each year we can be sure that we have taken the steps that are factual about our community. The new VTO will include the one-year plan when it is ready. Chris touched on formational issues of transitioning from a promotional point of view to a purpose-driven or purposeful point of view in all phases of our church life. The emphasis is on clarity and purpose. This then could transfer to our leadership positions and the Vestry who would be energized to tell our story. Ken Brannon thanked the Vestry for its support and the work they have done.

Chris addressed the Capital Campaign and CCS's suggestion to go forward based on the just-completed survey. He showed slides of the building-plan drawings that have been done up to this point. He pointed

out that the original pre-pandemic plans have changed. Ken pointed to an area on the drawings that could possibly be an added parking area.

SENIOR WARDEN REPORT

Blair said that he had appointed Darrel Rice, Carol Roehrig and Helen Holman to the Foundation Nominating Committee. Stewart Thomas said that the committee will be composed of 4-5 outgoing members of the Foundation plus 3 Vestry appointed representatives. Blair made a motion to approve these appointments and Steve McKenney seconded it. The motion was approved.

Blair named Arnold Spencer and the current M&O Co-Chairman to be appointed to the Horizon Fund Outreach Committee. The motion was seconded and passed.

DISCUSSION ITEMS

STEWARDSHIP REPORT

Caroline reported that their committee is working on their plans for fall. They have recently met with the Stewardship Committee and have begun their Spiritual Formation piece that they do each spring. Their internal goals and strategies will reflect the Capital Campaign's over the next two years. Their annual retreat will include the Stewardship Committee, Capital Campaign volunteers and leaders from the school, and the goal is to get all of the leadership bodies on the same page. Caroline said that she has just finished her course at the Lily School of Philanthropy on Planned Giving. She has discussed with Stewart and other trustees information learned from her course to help further the work of the Foundation and to show how it can be incorporated to a certain extent in their fundraising efforts. She said it has been a busy spring!

FINANCIAL REPORT

Janice Bywaters, Treasurer, reported on the Finance Committee meeting held on May 18th. The meeting began with a presentation from Colleen on the proposed Enable IT contract. Colleen noted that this is a replacement of the Roland contract. Roland has not performed satisfactorily. As background, several years ago, the church decided it is preferable to choose a vendor instead of hiring an on-site IT person. After reviewing 4 proposals, the Enable contract was chosen based upon the terms of the proposals and references from similar churches. This is a budgeted expense, and our Chancellor Scott Wilson has reviewed it, and our IT committee recommends it. After a good discussion, the Finance Committee unanimously approved the contract to be recommended to the Vestry for approval. Janice made the motion to approve the contract, and it was seconded by George Baldwin and the motion was approved.

Financials for the first 4 months show an unexpected dip in current year pledges compared to budget. The dip occurred primarily in April. The budget is based on the past 3 years average, and it was noted that in 2020 and 2019 the first 4 months experienced unusually high revenues. We think a good portion of the variance is due to the timing from some of the major givers, rather than income insecurity or dissatisfaction. This will be watched closely, as mentioned, previously collections are reviewed weekly. Again, we believe it is a timing difference. Total revenue for the 4-month period was $211M under budget.

Operating expenses continue to be at or under budget. There are no areas of concern here. The bottom line is that we are approximately $97M over budget for the 4-month period ending April. Erica asked why the school had opted out of using Enable IT. Colleen explained that the school will still be supported by Enable, but they will not have an IT person assigned to a designated time each week as they previously thought they would need. Janice made a motion for the Enable IT contract to be approved, and it was seconded by George Baldwin. The motion passed.

Rob Baber told the Vestry that the month of May has been great. We are on schedule to be above budget, and he and Chris shall touch base with some individuals during the summer. George Hawkins from CCS reiterated that based on their information after canvassing, there is adequate support to go forth with a Capital Campaign. Blair asked the CCS representatives at the meeting, Cassie Pericak and Christi Rodriguez, if they had received any questions recently, and they said they had not. Richard D'Antoni asked specifically about the refurbishing of the sanctuary that would be done with funds from the Capital Campaign, and Chris said that it would be deferred maintenance as well as some refurbishing but not a major redo. Blair made a motion to approve and empower the wardens to move forward with Phase 3 of the Capital Campaign process as recommended by CCS. George Baldwin seconded the motion, and it was passed.

As mentioned earlier, Ken said that there is a proposal to increase our parking at the church but that the plans have not been finalized. They will be presented to the Vestry upon completion.

Blair called for the meeting to be adjourned.

Respectfully submitted,

Nancy Wilbur
Clerk of the Vestry.