

MINUTES OF THE MEETING OF THE VESTRY

The regular meeting of the Vestry of Saint Michael and All Angels Episcopal Church met on Wednesday, June 15, 2022, at 4:30 pm in the Theatre. Before the meeting, a communion service was held in the Saint Michael Chapel with the Rev. Robin Hinkle presiding.

Vestry members in attendance were Richard D'Antoni, Senior Warden; Erica Sartain, Junior Warden; Arnold Spencer Warden-At-Large; Stuart Brown, Carol Goglia, Holly Pena, Kelly Reddell, Carol Roehrig, Jack Rubarth, Ginger Sager and Keller Webster.

Ex-Officio members in attendance included Dianna Bowen, The Rev. Ken Brannon, Vice-Rector, Janice Bywaters, Treasurer and Nancy Wilbur, Clerk. Others in attendance were The Rev. Robin Hinkle, Caroline Law and Bhav Marish.

Erica Sartain gave the opening prayer, and Richard D'Antoni called the meeting to order.

The Rev. Ken Brannon who is acting on behalf of the Rev. Chris Girata while Chris is on sabbatical, told the Vestry that everything is running smoothly as planned. He mentioned that Vestry member Ginger Sager is a new grandmother and congratulated her on her new granddaughter. Ken also welcomed the Rev. Robin Hinkle, our newest Clergy member over Mission and Outreach, and he asked her to say a few words. Robin told the Vestry that her welcome has been unbelievable since she arrived at Saint Michaels and in Dallas. Robin is looking forward to meeting all of the M&O liaisons from the church that work with the heads of the various agencies we support. And, she added that she is very excited to a part of the Saint Michael Clergy.

VICE-RECTOR'S REPORT

Ken told the Vestry that he will be gone from June 28 – July 4 as he has been invited to speak at a leadership conference in Banff, Canada, where he will be leading Christian worship for the entire conference and talking about religion in the public square. His wife Rachel will also be attending as a member of Ken's panel. The Rev. Andrew Grosso will be the Priest on Call during that week. Ken said that the programming that is happening at Saint Michael is remarkable. VBS doubled in attendance numbers this summer, Pub Theology is being well attended each week, and he said everyone is looking forward to eating pie on the 4th of July!

Ken updated the Vestry on the staff and said that we have recently filled positions in leadership and support. We welcome the Rev. Robin Hinkle, Associate for Mission and Outreach; Rob Springer, Director of Engagement; Erin Osborne, Coordinator of Small Groups; Jennifer Cox-Seals, Assistant for Worship and Liturgy; Caroline Wilks, Assistant to Advancement and Catherine Hinkley, Assistant to Music. Our search continues for a Director of Children and Family Ministry (CFM); an Assistant of Music and Organist and, an Assistant for Finance and Foundation.

Ken wants the Vestry to be aware that the contract with CCS with whom we have been partnering for the Capital Campaign, terminates in September of this year. When a decision is made concerning the contract, it will be brought to the Vestry. Finally, Ken asked the Vestry to refer to the handout they received that references Core Values which are primarily used internally and those listed under Core Focus are those values that will take our ministry and move it out to the parish. He wants the Vestry to know that we are current on the 1-year plan, 3-year picture and 10-year target, all of which the Vestry helped shape.

SENIOR WARDEN'S REPORT

There is no Vestry meeting in July, and we shall reconvene on August 17, 2022.

JUNIOR WARDEN'S REPORT

Erica thanked Dianna Bowen for her help on the Naming Policy and the Gifts Committee.

TREASURER'S REPORT

Janice Bywaters, Treasurer, reported on the Finance Committee's meeting Tuesday, June 14th. As of the end of May, Total Revenue for the 5-month period is \$3.3MM a slight \$11,000 under budget. For the month of May, Pledge revenue registered an impressive \$36,000 over budget, and this enabled us to make up the shortfall from April.

Expenses also look good. Total Operating Expenses were \$60,000 under budget. The three main drivers of positive variances were the school, Youth Ministry and in the Operations budget. Operations difference is driven primarily by timing. We did show a notable negative variance in Adult Formation and Music. In both cases, the department was dealing with nonrecurring expenses.

In August, the FC intends to present for Vestry approval an updated Financial Commitments Policy as the last policy was dated and approved in October 2011. The Preliminary Budget will be reviewed monthly.

ADVANCEMENT REPORT

Caroline Law told the Vestry that we have reached 52% of our Capital Campaign goal. These donations have come from 53 people. She pointed out that this momentum will lessen when the Capital Campaign goes public as smaller amounts will be given. Ken complimented Caroline on the job she has done.

Ken reported that ARC (Architectural Review Committee) is the design team that reports to the Campus Construction Committee (CCC) and the Vestry. ARC meets every two weeks so the Vestry will be receiving regular reports, and he hopes to have updated information in August. Ken asked that the Vestry keep the Project Management handout they received in their packets as a point

of reference going forward and noted that these reports will be dated. Stuart Brown asked to whom any questions about the reports should go, and Richard said questions or concerns should be referred to Ken Brannon or Caroline Law.

OLD BUSINESS

Richard reminded the Vestry that the Foundation requested approval of the proposed grant focus and strategy of the Horizon Outreach Fund (HOF) that was presented by Matt Waller at last month's Vestry meeting. He made a motion to approve the HOF Grant Focus and Strategy of the All Angels Foundation as previously presented. Carol Goglia seconded the motion, and the motion to approve was passed unanimously.

The next item up for approval is the revised Donor and Recognition Naming Policy that was presented at the last Vestry meeting by Caroline Law. There were two amendments submitted and approved to this policy.

Below, please find the amended policy presented in its complete form.

SAINT MICHAEL AND ALL ANGELS EPISCOPAL CHURCH MEMORIALS, HONORARIA AND NAMING POLICY

For over fifty years the people of Saint Michael and All Angels have been true to the modern design of the Sanctuary and other buildings. Through the decades vestries and the church's architects have resisted the temptation to add extra adornments not in keeping with the original, clean lines of the buildings. This same avoidance of pretension has driven interior design and decoration. It has not been the tradition of the parish to name spaces after donors or parishioners. Now, contemplating the possibility of offering opportunities for memorials, honoraria and other capital donations, the Vestry sets forth these policies to guide future leadership and to preserve the look, feel and texture of the campus while maintaining the spirit of modesty we treasure.

THE POLICY

The purpose of the Memorials, Honoraria and Naming Policy is to establish a clear and consistent policy to guide the Rector, the Vestry and their designated representatives regarding memorializing, honoring, and naming items or places as the result of long-time service as a member of the clergy or in response to donated funds or other assets by or on behalf of a parishioner. The naming or titling of rooms, halls, or other places within the buildings and grounds of the Church campus is reserved for clergy and bishops and shall be so designated to honor a particular longtime clergy or bishop only upon the approval of the Rector and Vestry. Exceptions to the naming policy will be brought forth to the Vestry for their consideration and approval. The installation of plaques, memorials, or other markers recognizing a particular donor or in honor of a particular person may be allowed, subject to

the approval of the Memorials and Gifts Committee, the Vestry and the Rector as outlined below.

1. Duties and Responsibilities

- A. The responsibility of establishing and reviewing this policy rests with the Vestry, with the advice and counsel of the Rector.
- B. Implementation and execution of this policy rests within the wide discretion of the Rector on a case-by-case basis. The Rector shall determine when and under what circumstances a gift merits appropriate recognition.
- C. When necessary, the Rector will seek the advice of the Memorials and Gifts Committee. The Rector will review and communicate this policy in advance of a special fund development or stewardship program in which naming or recognition opportunities will be included or contemplated. Final approval of designs, installations, engravings, plaques and the like is reserved to the Rector with the advice and counsel of the Vestry.
- D. The Rector may assign implementation of this policy to the Memorials and Gifts Committee.

II. Implementation

- A. The naming or titling of rooms, halls, or other places within the buildings and grounds of the Church campus after persons other than Saint Michael clergy or a bishop is prohibited. An allowable exception exists only within space formally designated as the Saint Michael Episcopal School. Within the School, donors may be recognized with plaques attached to naming opportunities, created by school leadership and the Director of Advancement, and approved by the Vestry. Named spaces and recognition within the School would not remain if the School were to leave the Saint Michael campus.
- B. Permanent recognition of donors is generally allowed. The name, memorial, or special recognition of an individual or family may be put on a plaque, in a book, or in another form of recognition in the vicinity of the item or on the item itself using the following language: ***"To the Glory of God and in loving memory/in honor of by " or other uniform phrases.***
- C. In recognizing donors, it has been the custom to publicly list names with no distinction by amount of contribution. Recognition must be noted alphabetically, by location, by purpose or some means other than by amount given. Example: ***"The following contributed to/made***

possible this space/item:” Exceptions to this norm, including some delineation of giving levels and/or distinction in font size, may be considered during a capital campaign. These exceptions will be recommended by the Rector and Director of Advancement and subject to Vestry approval.

Amending this policy requires a super majority (66%) vote of the Vestry.

Adopted by the Vestry on June 15, 2022

Nancy Wilbur, Clerk

NEW BUSINESS

Having no new business, the meeting was adjourned.

Respectfully yours,

Nancy Wilbur
Clerk of the Vestry