

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

May 15, 2019

**Summary of Actions Taken**

- Approved Consent Agenda
- Approved the SMAA 2018 Financial Audit Report
- Approved Clergy Housing Loan for new Vice Rector
- Approval to submit 2018 Parochial Report to the Diocese

Prior to the regular meeting of the Vestry of Saint Michael and All Angels Episcopal Church on May 15, 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, Hallie Lawrence, Stacey Malcolmson, Steve McKenney, Kyle Moore, Anna Paccone, Blair Oden and Christine Paddock.

Ex-officio members in attendance included The Rev. Dr. Chris Girata, Jim Skochdopole, Chancellor, Kathy Kelley, Treasurer, and Ginger Brown, Clerk. Others in attendance included The Rev. Greg Pickens, Keith Quarterman, Rob Baber, Caroline Marak, and Susan Kalen.

Bonner Allen, Junior Warden, opened the meeting with the Prayer of St. Francis. The meeting was then called to order at the appointed time by the Senior Warden.

Prior to the meeting, the Vestry received for its review the materials included in the Consent Agenda, which consisted of the April 2019 Vestry minutes and the Youth Report.

George Baldwin moved for approval of the Consent Agenda. Anna Paccone seconded the motion. The Consent Agenda was unanimously approved.

**Farmers Market Report**

John Ellerman gave a report on the 8<sup>th</sup> annual SMAA Farmers Market, which opened on Saturday, April 17 with a record turnout for opening day of 980 people. He also reported there were 885 people in attendance for the second Saturday and that the 3<sup>rd</sup> Saturday was rained out. At this point, the Farmers Market Committee is halfway through its fundraising effort and has raised \$21,600 from 65 contributors including 17 new contributors. He also noted the success of the April 24 lemonade stand operated by Jubilee Park 3<sup>rd</sup> through 7<sup>th</sup> graders that resulted in net proceeds of \$300 that the students donated to Austin Street Shelter and to an animal shelter.

## **Women of Saint Michael**

Christine Paddock reported on the annual WOSM luncheon held on Wednesday, May 15 with sold out attendance of 385. At the luncheon it was announced that \$400,000 in grants had been made by WOSM to 71 agencies in Dallas. Total gifts over the last 60 years have now totaled \$9.7MM.

## **SMAA Annual Financial Audit**

George Baldwin reviewed a summary of the results of the 2018 SMAA Audit report, which was issued with an unqualified audit opinion. In addition, the Management Letter issued by the audit firm indicated that there were no control issues, and there was adequate support and backup. The SMAA audit committee approved the Audit report, and it was submitted to the Vestry for approval. Anna Paccone moved to approve the Audit, and the Vestry unanimously approved the Audit.

## **Stewardship Report**

Caroline Marak reported that the Stewardship committee would meet on May 16 and would have a June retreat in preparation for the next Stewardship campaign.

## **Financial Report**

Kathy Kelley, Treasurer, reviewed the SMAA interim financial statements through April 30, 2019. Results year to date reflect revenues over budget by \$277M and expenses under budget by \$61M. She indicated that the net surplus of \$338M would ebb and flow over the year with timing of certain expenses. She reported good progress on receipt of prior year pledges and that quarterly statements would continue to be sent by mail. She also reported to the Vestry that the Finance Committee had approved a fundraising letter for Spring and Fall Concerts.

The Finance Committee also approved a clergy housing loan for the new Vice Rector which was presented to the Vestry for approval. Blair Oden moved for approval of the loan and Christine Paddock seconded the motion. The Vestry unanimously approved the loan.

The 2018 Parochial Report to the Diocese was presented to the Vestry to approve for submission to the Diocese. George Baldwin moved to approve and Anna Paccone seconded the motion. The Vestry unanimously approved to submit the annual report to the Diocese.

## **Senior Warden Report**

Warren Houser, Senior Warden, reported that good progress is being made on moving the SMAA network to new servers and the migration to Office 365. The Vestry has been invited to join the SMAA portal for TouchPoint, and he asked that Vestry members log in and become familiar with TouchPoint.

## **Junior Warden Report**

Bonner Allen, Junior Warden, discussed the Vestry selection process and reported that Christine Paddock would chair the nomination process for new Vestry members who will serve a three -year term beginning January 2020. Diocesan delegates will also be selected through this process. An informational article will be in the May-June Archangel, and nomination forms will be available online.

Discussion of the nomination process followed including discussion of a focus on skills and talents and the importance of also creating leaders outside the Vestry.

## **Mission and Outreach**

Stacey Malcolmson thanked those who participated in the SMAA service project for St. Philip's School and Community Center and noted that the SMAA donation from the Easter plate to St. Philip's had been matched by a donor. She also reported that the Mission and Outreach Committee had approved an updated grant process with requirements similar to those for the WOSM Gifts Committee.

## **Rector's Report**

The Rector spoke about the importance of Vestry recruitment and thinking about skill sets that would be needed for the Vestry. He reported that the new Vice Rector would be coming on board in July and that searches and hiring were in process for new staff members with several coming on board in the very near future including a part-time Special Assistant to the Rector who would assist with annual and long-term giving and cultivating relationships within the parish. He also reported that the SMAA Foundation had approved funding Rev. Greg Pickens' sabbatical project, while the church will take care of any expenses incurred in his absence including additional personnel where needed.

The regular Vestry meeting was adjourned at 5:30 p.m. An Executive Session followed.

Respectfully submitted,

Ginger Brown  
Clerk of the Vestry

