

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

November 13, 2019

Summary of Actions Taken

- Approved Consent Agenda
- Approved the 2020 Vestry Calendar
- Approved a Lease Renewal for the Saint Michael's Woman's Exchange, pending review and approval by the Saint Michael's Woman's Exchange Board and the Women of Saint Michael Board

Prior to the regular meeting of the Vestry of Saint Michael and All Angels Episcopal Church on November 13, 2019, Eucharist was celebrated in the Bishop Moore Chapel.

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

Ex-officio members in attendance included The Rev. Dr. Chris Girata, Rector; Kathy Kelley, Treasurer; and Ginger Brown, Clerk. Others in attendance were the Rev. Ken Brannon, Vice Rector; The Rev. Greg Pickens, Scott Wilson, Tom Stewart, Maria D'Antoni, Richard D'Antoni, Caroline Marak, Rob Baber, Colleen O'Hara, and Susan Kalen.

Warren Houser, Senior Warden, called the meeting to order. Maria D'Antoni opened the meeting with prayer.

The Rev. Greg Pickens was introduced and shared his recent sabbatical experience with a PowerPoint and summary of what he pursued and accomplished in preparation for teaching a pre-marriage class at SMAA. He expressed his appreciation and thanked the Rector and the Vestry for the opportunity to take a sabbatical.

Prior to the meeting the Vestry received for its review the materials included in the Consent Agenda, which consisted of the October 2019 Vestry minutes, the Mission and Outreach Report, the Saint Michael Episcopal School (SMES) Report, the Jubilee Park and Community Center Report, the Human Resources Committee Report, the Building and Grounds Report.

George Baldwin moved for approval of the Consent Agenda. John Ellerman seconded the motion. The Consent Agenda was unanimously approved by the Vestry.

SMAA Human Resources Committee

John Ellerman, Chair of the SMAA Human Resources Committee discussed the Performance Appraisal form and process that the Vestry would use to complete a performance appraisal for the Rector. He asked the Vestry to complete the form by December 4 and said that he would summarize the results and share with the Vestry.

Stewardship Report

Caroline Marak introduced Maria and Richard D'Antoni, the SMAA Stewardship 2020 Chairs. Discussion covering the first six weeks of Stewardship season followed. It was noted that there has been significant movement in the number of increased pledges with 50% of pledges to date increasing. Factors contributing to the increase include an earlier start and the spiritual direction of the campaign this fall, which connects with the study of Grace and Gratitude rather than a mechanical stewardship process. It was also noted that the Stewardship Committee is very engaged and that the clergy and the committee are in sync on Stewardship. Caroline also spoke about putting together a digital campaign and looking for more visibility and Parish exposure with the idea of year round thought around giving. She encouraged feedback from the Vestry and asked that they keep in mind people who might want to join the Stewardship Committee. She thanked the Vestry for their participation in Stewardship.

Finance Committee Report

Kathy Kelley reported that there were no grant requests for consideration this month. She summarized the financial results for the period ending October 31, 2019. Highlights of the financial statements reflect operating revenues exceeding budget by \$180,000 which includes current year pledges \$197M over budget. Expenses to date are under budget by \$259M resulting in a net surplus of \$439M at 10/31/2019. Expenses running under budget include staffing in areas where hiring occurred later in the year and the Saint Michael Episcopal School which is experiencing higher enrollment this year. Expenses are over budget in Operations with higher expenses related to the chiller and utilities and in Ministry related to new hires and relocation expenses. Kathy noted that the budget process for 2020 is underway with each ministry area presenting its budget requests to the Wardens, Rector and Vice-Rector.

Farmer's Market Report

John Ellerman reported that the October market experienced attendance of around 500 people, which is a seasonal drop in attendance partially related to school activities. There will also be one Saturday market in November and one in December.

Warren Houser distributed the 2020 Vestry Calendar and asked the Vestry to approve the proposed dates for the Vestry meetings and retreats. John Ellerman moved to approve the 2020 Vestry calendar, and Jay Lipscomb seconded the motion. The Vestry approved the 2020 Vestry calendar as proposed.

In addition to the Jubilee Park and Community Center Report, which was included in the Consent Agenda, Steve McKenney reported that Jubilee had recently experienced some staff turnover, which has resulted in a reorganization of responsibilities in addition to recruiting new hires.

Senior Warden's Report

Warren Houser reported that the Northeast Property Funds Usage Agreement had been fully executed by all parties and thanked the Vestry for their help. He also gave an update on Technology and encouraged everyone to use the TouchPoint App and provide feedback. He said that folders had been set up for Vestry members in SharePoint and that there is also a SharePoint App for phones. He noted that the SMAA guest network was experiencing a slowdown in WiFi and that a search for a solution is in process. He mentioned the tornado meeting held at SMAA for those affected by the October tornado. Real estate professionals were available to share information and answer questions. He also reported that the Veteran's Day Service was well attended and well done with a great speaker.

Rector's Report

The Rector remarked that there were more new Stewardship dollars pledged to date in 2019 than for all of 2018. He reported that the Vice Rector was working on internal training processes and that the All Saints and All Souls services brought in a big attendance for that weekend. He also reported that SMAA would be in attendance at the Compass Rose meeting next week with two clergy – the Rector and The Rev. Mary Lessman – and two lay leaders – Warren Houser and Jay Lipscomb. He noted that involvement in Compass Rose is an opportunity for SMAA to remain connected beyond the Diocese and to be part of the leadership of the Church.

The Rector spoke about the approval last week at the City Planning Commission of SMAA's zoning request and the clear comments from commissioners that this was the kind of development Dallas needs to do. The request is scheduled to be presented to the City Council on January 8, 2020.

The proposed Vestry leadership slate for 2020 was announced:

Senior Warden – Jay Lipscomb
Junior Warden – John Ellerman
Warden-at-Large – Blair Oden
Chancellor – Scott Wilson
Clerk – Ginger Brown
Treasurer – Kathy Kelley

The 2020 Vestry will elect Vestry leaders at the December 2019 Vestry meeting.

The Rector then acknowledged Susan Kalen's retirement at the end of the month and thanked her for her service. A transition is planned with the Rector's new Executive Assistant, Meredith Rose.

Vice Rector's Report

The Vice Rector also reported that he has hired an Executive Assistant, Kristin Burk. He then spoke about the rollout of the Entrepreneurial Operating System (EOS) a management accountability system. One of the key concepts is Visioning, and he has set up training days with the Executive team to bring everyone on board and focus on core values. He also said that he would be focusing on a Mission/Outreach Director search early in 2020.

Hallie Lawrence invited everyone to the Nativity Pageant on December 15, which will be at the 11:00 a.m. worship service in the Church.

The Vestry then discussed and approved a lease renewal for the Saint Michael's Woman's Exchange. Kyle Moore moved for approval, and the motion was seconded by Jane Greene. The Vestry approved the lease renewal pending review and approval of the Saint Michael's Woman's Exchange Board and the Women of Saint Michael (WOSM) Board.

The Vestry meeting was adjourned.

Respectfully submitted,

Ginger Brown
Clerk of the Vestry