

## THE MINUTES OF THE MEETING OF THE VESTRY

The regularly scheduled meeting of the Vestry of Saint Michael and All Angels Episcopal Church was called to order at 4:34 p.m. Wednesday, April 19, 2023, by Senior Warden Arnold Spencer, in the Theater. Before the meeting, Holy Eucharist was held in the Bishop Moore Chapel with the Rev. Ken Brannon as Celebrant.

Vestry members in attendance were Arnold Spencer, Senior Warden; Holly Peña, Junior Warden; Kelly Reddell, Warden-at-Large; Dee Ann Anigian, Allison Bovard, Stuart Brown, Squeaky Connolly, Eric Gilmour, Carol Goglia, LeAnne Langholz (via phone), Carol Roehrig, Jack Rubarth, Ginger Sager, Keller Webster, and Hudson Weichsel.

Ex-officio members in attendance were the Rev. Dr. Chris Girata, Rector; the Rev. Ken Brannon, Vice-Rector; Janice Bywaters, Treasurer; Dianna Bowen, Chancellor; and Mary Louise Hopson, Clerk. Also in attendance were the Rev. Robin Hinkle, Rob Baber, Colleen O'Hara, Caroline Moore, Christie Rodriguez, Bhavnita Masih, and Mike Reddell.

Allison Bovard led the Vestry in prayer.

Arnold asked whether there were requests to remove any items from the Consent Agenda (March 22, 2023 minutes, Standing Committee Reports, Affiliate Reports, and Community Partner Reports), and, hearing none, entertained a motion to approve the minutes from the previous meeting and adopt the remainder of the Consent Agenda. Keller Webster so moved, Carol Roehrig seconded, and the motion was adopted by unanimous consent.

### RECTOR'S REPORT

Vestry retreat: Chris reminded the group of the April 29 Vestry retreat to be held at the offices of Sunwest Communications. The focus will be to identify the most important items to accomplish over the next 3 – 10 years.

Communication regarding the Lincoln Property development: Chris mentioned the recent communications updating the parish about the LPC construction at 8011 Douglas. The next communications phase will share more information about the parking garage. Parishioners appear to be appreciative of the communications and feedback has been very positive.

Goals: Chris updated the group on the status of several shared goals, reminding the group how the goals relate back to the work of past Vestry retreats. He asked Ken Brannon to share additional details about goals 2, 3, and 4.

Goal #2: Analysis of data needs - The new database configuration project manager is on board, things are going well, and progress is good.

Goal #3: Construction – stages, space, impact – Tish Visinsky and Melisa Bray have done a great deal of work mapping out space needs, timing, and identifying decisions to be made. Ken encouraged anyone encountering questions to call him, Chris, or Colleen O’Hara.

Goal #4: Standing Committees – Ken sent to the Vestry via Teams a “snapshot” of the progress in filling the committees and assigning roles. He will send updates to this document to keep Vestry members apprised. Arnold suggested that names of any potential members for leadership and volunteer roles be sent to Ken for consideration. Chris added that this process is one of matching members’ spiritual gifts and skill sets with opportunities to find the right fit.

Goal #1: Welcome program – Chris stated that this program is now in place with very good progress being made. Emphasis is on recruiting and connecting people with specific ministries.

Goal #6: Discipleship plan – Chris is pleased with Ken’s and the Rev. Dr. Andrew Grosso’s progress in developing a culture of discipleship and identifying ways to engage people over the next several years.

Goals # 5 and #7: Stewardship/Advancement Goals - Chris is pleased that these goals have been reached.

Goal #8: Thought leadership - The video podcast series is in progress with Chris interviewing community leaders about their stories of volunteering, to inspire us to use our gifts in the community.

As a point of personal privilege, Chris also reminded the group that Christie Rodriguez is nearing the end of her fundraising consultation contract with the church. He noted how grateful he and the staff are for Christie’s contributions, with particular emphasis on her excellence and energy delivered with generosity and grace.

### SENIOR WARDEN’S REPORT

Having no report, Arnold gave the floor to Junior Warden Holly Peña. Holly reminded the group that the Vestry and Diocesan Delegate nomination process is rapidly approaching, and asked members to help identify suitable candidates who have diverse perspectives and who would be good strategic partners. Ken added that this nomination process is separate from his efforts to identify volunteers for the overall functioning of the church and its ministries. Arnold echoed Holly’s comments and emphasized the importance of getting the message out early, as was done last year by previous Senior Warden Richard D’Antoni. Holly is developing a bullet point information sheet that outlines Vestry expectations.

### TREASURER’S REPORT

Janice Bywaters, Treasurer, reported Total Operating Revenue of \$2.46 million through March. This amount is \$112,000 under budget. Expenses are in line with budget.

This year's Easter plate set a record of \$40,000, with all proceeds going outside the parish to housing agencies supported by the church: Housing Forward, The Bridge, and Dwell with Dignity.

Ken mentioned that total attendance at Easter was 2,700. Chris said overall attendance at services is stable and in the last two weeks attendance has been above last year's levels. Although it is difficult for several reasons to measure precisely how many people attend online, and in-person attendance is encouraged over virtual, there are many people who still attend online.

#### ADVANCEMENT UPDATE

Caroline Moore stated that the capital campaign continues to gain momentum during this quiet phase. She added that we were very close to 100% Vestry participation, and having all leadership committed in advance of the public launch is critical.

#### ARC (ARCHITECTURAL REVIEW COMMITTEE) UPDATE

Carol Roehrig reported that the construction documents continue to be developed, with work having begun in March and continuing until August. Details on lead times (including COVID-19 implications which are still a factor) and electrical and mechanical specifications are still being identified to produce forward-looking construction documents. A big decision point regarding the budget going forward will come in June or July. Chris added that the pre-COVID-19 budget has been trimmed down from the initial plans, and the design dovetails with the new estimate of a construction hard cost, which may decrease. The church will be reviewing these details in the coming weeks to come up with a hard and fast dollar amount. Janice remarked on the good work of Carol and Colleen O'Hara. Carol praised the team members who are working on this effort.

#### CCC (CAMPUS CONSTRUCTION COMMITTEE) UPDATE

Janice stated that all expenditures are within budget.

#### NEW BUSINESS

Inwood Bank Account Approval: Janice Bywaters reported that the Finance Committee is recommending approval to move funds to open a money market account in the amount of \$1 million at Inwood National Bank. This will achieve a better return (4%) on excess balances and identify a new resource for a potential line of credit for any future construction loans necessary to help manage cash flow. Janice moved that the Vestry approve the recommendation of the Finance Committee as set forth, Kelly Reddell seconded, and the motion passed unanimously.

Sabbatical Policy Approval: This item was removed from the agenda to be considered at a future meeting.

“We Care” Call Campaign: Chris called attention to the email that recently went out about the “We Care” parish-wide call campaign. He encouraged everyone to respond and make their calls as assigned. All members in good standing and prospective members are included in the call list. This is the fourth time personal calls have been made to the parish since COVID-19 began.

#### EXECUTIVE SESSION

Arnold Spencer moved the meeting to Executive Session at 5:49 p.m., and having no agenda and hearing no requests for discussion items from the attendees of the Executive Session, adjourned the meeting at 5:50 p.m.

Respectfully submitted,

Mary Louise C. Hopson

Clerk of the Vestry