

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 4:33 p.m. Wednesday, March 22, 2023, by Senior Warden Arnold Spencer, in the Theater. Before the meeting, Holy Eucharist was held in the Bishop Moore Chapel with The Rev. Dr. Chris Girata 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, Squeaky Connolly, Eric Gilmour, Carol Goglia, LeAnne Langholz (via phone), Jack Rubarth, and Ginger Sager.

Ex-officio members in attendance were The Rev. Dr. Chris Girata, Rector; Janice Bywaters, Treasurer; Dianna Bowen, Chancellor; and Mary Louise Hopson, Clerk. Others in attendance were The Rev. Robin Hinkle, Rob Baber, Colleen O'Hara, Steve Haal, Caroline Moore, Caroline Marak, Rose Donahue, Christie Rodriguez, Netra Fitzgerald, Bhavnita Masih, Tony Briggie, Bob Campbell, and Matt Waller.

Kelly Reddell led the Vestry in prayer. Arnold proposed adoption of the Consent Agenda including the minutes of the February 15, 2023, meeting, and Carol Goglia seconded. The motion was adopted by unanimous consent.

HORIZON OUTREACH FUND AND CONSIDERATION OF FIRST GRANT PROPOSAL

Matt Waller, Chair of the Horizon Outreach Fund Committee, reviewed the mission of the Horizon Outreach Fund: To extend the grace of Saint Michael's gift of the North Land beyond its doors in bold, life-changing and strategic ways. Initiatives funded will be both outside the budget of the parish and the parish. Other SMAA members on the committee, which will chart the direction of the Fund with Vestry approval, are: Vestry-appointees Bob Campbell, Carol Goglia, and Ben Leal (M&O chair-elect); Foundation members Tony Briggie, Nita Clark (ex-officio), Eric Conner, and Stacey Malcolmson; and the Rev. Robin Hinkle (ex-officio, Associate for M&O).

The Horizon Fund is considered a partner, or an extension, of the All Angels Foundation. Chris added that this fund is a major arm of outreach managed by the Foundation but is not the only one. Other gifts are being raised from other sources, and the intention is for both the Horizon Fund and other Foundation activities to grow together.

Pursuant to the Funds Usage Agreement with the North land development (LPC), at least 51% of the proceeds will go to the Horizon Outreach Fund.

Matt added that if a proposed initiative or activity meets the criterion of being outside of the church budget, the Horizon Fund will consider it. The committee has met five times, working on establishing cultural and internal processes, confirming initial grant characteristics, reviewing potential grantee categories and initial grant opportunities, and developing a grant application

form. The committee also has liaised and communicated with the All Angels Foundation and Mission & Outreach.

Grant focus: To support strategic opportunities outside of SMAA, align with the three All Angels Foundation pillars: (1) Elevating Acts of Love; (2) Empowering Acts of Love; and (3) Healing Acts of Love, and encourage new member engagement. The geographic focus will be on Dallas. Members of the committee have a deep knowledge of the community and will be good resources for ideas. Grants are by invitation. There will not be a formal grant application process. Smaller agencies (but not start-ups) with potential for high impact will be targeted. SMAA engagement is preferred but not required. Opportunities for partnerships will be emphasized.

HOF financial summary: Initial HOF balance in 2022 was \$680,900 with a final 2022 balance of \$1.45 million, with \$51,200 available to grant. Projected balance in 2028 is \$5.28 million with \$243,000 available to grant. Balance as of February 28, 2023, is \$1.625 million.

Target grant size: One \$50,000 grant is targeted for 2023, with a goal of two or three \$50,000 grants annually over the next two or three years. Multi-year relationships are possible with proven metrics. The process is still being fine-tuned with timelines to be adjusted to accommodate agency planning needs. Chris added that in practice the agreement allows for flexibility in timing and amounts of gifts. There is no requirement that all funds be distributed in any given year, and funds may be saved to make bigger grants in other years. This would allow organizations to invest in new programs for more systemic impact and long-term change.

Specific details about terms of service on the committee are still being discussed, but three-year terms and six-year commitments are probable, with the possibility that a committee member could serve for as long as 12 years, ensuring continuity.

Grant metrics and potential recipients will require continual review as AAF pillars are further shaped and HOF cultivates internal and external partnerships. The parish will be informed about the HOF mission and activities. The grant cycle and meeting schedule will be reviewed.

HOF First Grant Proposal – Bachman Lake Together

Matt presented the committee's recommendation to fund Bachman Lake Together. The agency wishes to engage in strategic planning to identify ways to help families in the community that go beyond preparation for kindergarten, similar to what is being accomplished at Jubilee and St. Philip's. Arnold stated that this is a great moment and thanked Matt and the committee for their leadership and good work. Arnold moved to adopt the committee's recommendation as set forth on p. 27 of the Vestry packet to grant \$50,000 to Bachman Lake Together. Eric Gilmour seconded, and the motion was adopted unanimously.

RECTOR'S REPORT

SMES Social: Chris reminded everyone that a social will be held with Netra Fitzgerald, Head of School of Saint Michael Episcopal School, and the SMES board in the Parlor immediately following the meeting.

SMES Rector designee affirmation: Chris stated that, pursuant to the SMES charter, he is an ex-officio, non-voting member of the SMES board and can designate a person to substitute for him who also has the power to vote. That designee, Margaret Spellings, will become president-elect of the SMES board beginning at the end of the school year, necessitating the designation of a new person to substitute for Chris. Chris and the Wardens have asked Kathy Kelley to serve as the new designee. Chris asked the Vestry to affirm Kathy Kelley as the new designee. Carol Goglia so moved, Ginger Sager seconded, and the motion was passed unanimously.

Sunwest communications plan: Chris directed the group's attention to the timeline for communications about the 8111 Douglas construction completion. This information will be sent out to the parish about the progress of the construction of the Lincoln Property development and will include an illustration of benefits to the parish from the construction, such as parking. Parishioners received a letter in the mail last week, with social media posts, emails, and another letter to follow. By June 1 Chris would like everyone in the parish to understand what is happening with the North Land property. These communications will be fine-tuned over the next few months. The Vestry will receive information about three or four key messages to communicate to enhance parishioners' understanding of the project and its benefits.

Vestry retreat: Chris reminded the group of the April 29 Vestry retreat, and encouraged Vestry members to bring ideas that will be distilled into about six macro goals to help inform the Vision Traction Organizer and the parish's activities.

Goals: Chris updated the group on the status of several shared goals:

Goal #2: TouchPoint analytics configuration across departments - Leah Gambrel has been hired to guide the staff in configuring the database to be most effective.

Goal #6: Discipleship plan - A new Director of Youth Ministry, Sam Moore, was hired last week. We have engaged a new search firm to help with the Children's director position.

Goal #8: Thought leadership - Work is beginning on a video podcast series that will include conversations with people in the community who are doing remarkable work to inspire us to use our gifts to go out into the community and make a difference.

SENIOR WARDEN'S REPORT

Vestry Vote - Conflict of Interest Waiver: Arnold reported that following a motion and second of the Wardens Committee, the Vestry by majority vote approved the following:

"Whereas the Vestry has determined that the proposed contract to hire Leah Gambrel as a contractor is in Saint Michael's best interest and for its own benefit and that the contract is fair and reasonable to Saint Michael, we hereby approve hiring Leah Gambrel as Project Manager

for the TouchPoint configuration process as defined in the documents included in the Vestry email on March 9, 2023, acknowledging her family relationship with Melisa Bray, Operations Manager.”

Saint Michael Episcopal School (SMES) carpool dropoff - Vestry participation: The Vestry is coordinating with the SMES board to provide volunteers to participate in carpool dropoff activities. Vestry members are encouraged to sign up via SignUp Genius.

TREASURER’S REPORT

Janice Bywaters, Treasurer, reported that the Finance Committee voted to approve the funding request of the Farmers Market in the amount of \$35,000. Janice moved that the Vestry approve the request, Kelly Reddell seconded, and the motion was approved unanimously.

The February financial numbers look very good with revenue of about \$14,000 ahead of budget and expenses about \$5,000 under budget, with net revenue of about \$19,000 under budget.

Janice reported that the Finance Committee also discussed the church’s banking relationships, with the goal of earning more money safely on our excess cash balances and to position the church in the event we need a back-up line of credit for a possible construction loan. Research is ongoing.

SAINT MICHAEL EPISCOPAL SCHOOL UPDATE – HEAD OF SCHOOL NETRA FITZGERALD

Netra Fitzgerald thanked the Vestry for the invitation to report on the Saint Michael Episcopal School. This is her third year at the school, which has students from 12 months through kindergarten. The school is growing: 315 students are enrolled, there are more than 50 teachers and staff, and there are 20 classrooms. The school is fully accredited by the Southwestern Association of Episcopal Schools, quite an accomplishment as only a small number of standalone preschools are accredited. Music and science classes are offered even to the youngest students, a rarity for schools in these grades. In partnership with the church, the school is starting Godly Play next year for 12-month-olds through kindergarten. The teachers are dedicated to faith, education, and service. Service projects include the St. Philip’s coat drive and Canine Companions. Enrollment is increasing because of the students, their families, and dedicated staff members. Students grow spiritually and are prepared by the curriculum for later grades. About 30% of families are Episcopalian. Many school families attend the Joy Mass at church. The school communicates information about activities of the church frequently with school families. There is a church-school committee to ensure that families know about all the activities going on at both school and church.

ADVANCEMENT AND CONSTRUCTION

Caroline Moore thanked advancement consultant Christie Rodriguez, whose last day is May 12, for her good work. Caroline welcomed Rose Donohue, who recently joined the advancement staff.

Caroline Marak reported that she is following up on collections for 2022 and 2023. The Stewardship Committee met on March 22.

Campus Construction Committee (CCC) – Arnold announced the good news that the construction crane, thanks to the efforts of the CCC, would not come down over Easter weekend.

NEW BUSINESS

Printer Contract: Rob Baber reviewed the background and details of the proposed new printer contract with business services company Ubeo, as researched and recommended by Colleen O'Hara and the technology committee. The new proposed arrangement represents an increase of \$50,000 for the printing budget but should provide better customer service and greater production efficiency. Arnold thanked Rob, the staff, and the technology committee for their good work, and entertained a motion to approve the Finance Committee's recommendation as set forth to engage Ubeo for a five-year lease in the total amount of \$138,000. Holly Peña so moved, Squeaky Connolly seconded, and the motion passed unanimously.

Parochial Report: Rob reported on the Parochial Report, which is required annually by the national church and must be approved by the Vestry. Arnold entertained a motion to approve the Parochial Report as submitted. Jack Rubarth so moved, Ginger Sager seconded, and the motion passed unanimously.

Episcopal Parish Network Conference: Steve Haal reported that six Saint Michael staff members attended the recent Episcopal Parish Network Conference and made several contributions to the programming that were appreciated by the attendees.

Arnold declared the meeting adjourned at 5:48 p.m.

Respectfully submitted,

Mary Louise C. Hopson

Clerk of the Vestry