

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 4:30 p.m. Wednesday, November 15, 2023, by the Rev. Dr. Chris Girata, Rector, in the Theater. Before the meeting, the service of Holy Eucharist was held in the Bishop Moore Chapel with the Rev. Greg Pickens as Celebrant.

Members in attendance were Holly Peña, Junior Warden; Kelly Reddell, Warden-at-Large; Dee Ann Anigian, Allison Bovard, Stuart Brown, Squeaky Connolly, Eric Gilmour, Carol Goglia, LeAnne Langholz, 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. Dr. Andrew Grosso, Rob Baber, Caroline Moore, Martha Hellman Bogdon, Bhavnita Masih, Meredith Turner, and Becky Odlozil.

Mary Louise Hopson led the Vestry in prayer.

Chris asked whether there were any requests to remove items from the Consent Agenda (October 18, 2023, minutes and Standing Committee, Affiliate, and Community Partner reports), and there were none. Keller Webster moved that the Consent Agenda be adopted as written. Ginger Sager seconded the motion, which was passed by unanimous consent.

RECTOR'S REPORT

Annual Goals: Chris reported that the discipleship initiative (Goal #4) is progressing well. Goal #8, to assess Sunwest thought leadership efforts, is mostly completed. Goal #11, the mental health community partnership, has shifted to focus on what we can do here in the parish.

Construction: Chris called attention to the packet materials regarding construction preparation and staff moves, including office relocation schedules and diagrams. The east entrance, which faces the Lincoln Property development, will be the main entrance for parishioners. A receptionist will be at that entrance. Maps of construction changes have been mailed to the parish that will help see what will and will not be open during each phase of construction. He praised the great work of operations staff, particularly Colleen O'Hara, Melisa Bray, and Tish Visinsky, in working out the myriad details.

Phase 1A starts right after Christmas. Ministry heads will contact people by the end of year regarding location changes. The operations team has planned out the calendar through 2026, so details are in place. Chris reminded everyone that the church website has helpful information, and Vestry members are encouraged to refer anyone with questions to the website or to call Chris.

Chris stated that we are at the point where we are finalizing details about construction. A major part of past planning included discussion of whether taking on debt is necessary to complete the project. The Vestry will need to approve the construction contract, of which the budget is still being finalized. Because of the current business environment with supply chain issues, inflation, and banking/finance uncertainty generally, some subcontractors have come in with bids higher than expected. Some parishioners are fulfilling their pledges earlier than scheduled, which will help fill the gaps as construction progresses, requiring less borrowing. Chris assured everyone that if items are cut or delayed because of cost, the overall integrity of the project will remain. Beck is communicating with subcontractors to ensure that estimates are being kept in line with expectations. Chris added that there will be more capital campaigns in the future that will address long-range plans that are already identified for future attention.

Carol Roehrig echoed Chris's earlier comment about the great effort being put forth by Colleen, Melisa, and Tish, and the operations team, and encouraged everyone to express appreciation. Ken Brannon added that all the staff are experiencing the challenges of working in this environment of change.

Vision Traction Organizer (VTO): Ken Brannon reviewed the company "rocks," which are the most important items to complete in the next 90 days.

1. Capital campaign \$60 million goal.
2. Standing committees completed by February 8, 2024.
3. Drafts for program calendar for next two years completed.

The wording of the 10-year target for May 2033 has been revised to read:

"A vibrant community of committed disciples impacting the church and the world."

Ken noted that the construction plans are designed to enable us to reach our 10-year target.

TREASURER'S REPORT

Janice Bywaters, Treasurer, reported on the Finance Committee meeting Tuesday, November 14, 2023:

For the 10 months ending October 31, our financials on a year-to-date basis continue to look good. We continue to be under budget on current-year pledges and over budget on unpledged contributions. Statements will be sent out after Thanksgiving and that reminder always makes a difference. Total revenue is \$75,000 ahead of plan.

Year-to-date expense trends are consistent with prior months. We do not expect to see any major shifts before the year end. At 10 months expenses are \$45,000 under budget. Total revenue against expenses at YTD is \$120,000 ahead of budget. Next month Rob will have an estimate for year-end financial performance.

Ken discussed the AVL upgrade and the necessity of doing it earlier than later and the FC concurred.

Some on the FC have been concerned that at this point in the year we typically have low cash balances relative to our monthly expenses. If we have a surplus at the end of this year the FC might make a recommendation to Vestry to retain the cash in cash balances. Typically if we have a \$100,000 (approx.) surplus it is recommended that it be put in a Vestry-controlled account.

The budgeting process starts after Thanksgiving. Each department head has an FC member as a liaison. Sometimes this liaison is extremely helpful; other times the department head is fully capable of creating their budget.

ADVANCEMENT

Caroline Moore and Martha Hellman Bogdon updated the Vestry on the capital and stewardship campaigns.

Capital campaign: The capital campaign continues to be very well received, and we have raised \$57.7 million to date towards the original \$60 million goal. While this is exciting progress, we have made the decision to remove the progress blocks from collateral and Sunday bulletins because the illustration, which depicts the last \$5 million block as almost solid, does not convey need. Our need exists in two forms. Due to inflation and related elevated costs, we will, as we continue to meet with parishioners, inform them of our need to stretch towards \$65 million. Additionally, the \$57.7 million raised, while very positive, only represents 420 donors. We want/need a majority of all parishioners to invest in, and therefore care about, this historic campaign for our church and its future.

Annual stewardship campaign: As of November 10, the annual campaign was 47% towards our overall fundraising goal, with strong metrics across the board. Our average and median gifts are increased compared to last year, and 42% of returning pledgers increased their pledge, with 42% remaining flat. Seven percent of our pledges are from new or lapsed donors, which is also encouraging as we look to increase our unit participation 5% from last year's campaign. In looking at our dual campaign data, we are not seeing the capital campaign negatively impact annual pledges. Ninety percent of pledgers to both campaigns have made flat or increased annual pledges. Due to a later campaign mailing date and no pre-launch pledge strategy, we are behind in total dollars raised compared to this date last year but are seeing strong progress in closing that gap. We are utilizing our team and our combined committee to strategically engage top donors who have not yet joined the annual campaign to encourage them to pledge as they are able.

ARCHITECTURAL REVIEW COMMITTEE (ARC)

Chris thanked Carol Roehrig for sharing her expertise with the committee. Carol reported that the next phase of work will be the furniture, and a consultant will be engaged to help with this effort.

NEW BUSINESS

Clair Global Integration Proposal (AVL Upgrade): Ken Brannon called attention to the packet materials regarding the proposed NDI video upgrade, which is recommended by ARC and is currently outside the CCC budget. This recommended upgrade, which will integrate with the new construction and save costs, will cost \$267,000. The work will improve the AV capabilities of the church and chapel. Current capability limits the church to streaming only one service at a time. This improvement also will enable the chapel to stream online and provide a greater range for streaming on campus. ARC has recommended that the Vestry approve the decision to put this expense in the capital campaign. The Technology Committee has reviewed the bids and contract, and the Chancellor will review the contract. As the recommendation has come from the Finance Committee, no motion was necessary. A vote was taken of the Vestry to include this contract work in the capital campaign budget, and all were in favor of the proposal.

2024 Wardens Slate Nomination: Chris asked Holly Peña to present the nominated slate for the 2024 Wardens. The nominee for Senior Warden is Kelly Reddell. The nominee for Warden-at-Large is Dee Ann Anigian. The nominee for Junior Warden, an elected position, is still under consideration, and will be a part of the resolutions to be approved at the December Vestry meeting.

Proposed Special Meeting of the Vestry to approve construction contract: Chris reminded the group that the Vestry will probably meet before the regularly scheduled meeting in December to consider the proposed construction contract. This meeting is tentatively scheduled for December 4, 2023, at 4 p.m. and will be a hybrid (in person as well as Zoom) meeting.

There being no further business, Chris moved the meeting to Executive Session at 5:52 p.m. and moved the meeting back into full session at 6:01 p.m. Chris adjourned the meeting at 6:20 p.m.

Respectfully submitted,

Mary Louise C. Hopson

Clerk of the Vestry