

## Summary of Minutes of Vestry Meeting via Zoom

September 15, 2020

### Members Present

Dean Robert Price

David Pinson, Senior Warden

Kenny Rogers, Junior Warden

Chrys Meador

Ryan Morris

Janis Adams

Randy Staff

Ashton Tassin

Diane Wiles

Phil Dunnet

Tim Mack

### Also Attending

Adele Ichilian, Clerk

Bob Jones, Treasurer

### Absent

Nancy Sanford

### Resigned prior to meeting

Janet Page Elsea

### The vestry minutes contain the following actions:

1. Approved the minutes of the August 18, 2020 vestry meeting.
2. Accepted the financial report
3. Open position on Vestry not to be appointed at this time
4. The Auditors report for 2019 was accepted.

## **Minutes of Vestry Meeting**

**Via Zoom**

**September 15, 2020 7:00 pm**

**Fr. Rob Price, Dean, opened the meeting with Evening Prayer**

### **Approval of Minutes**

Tim Mack moved that the minutes of August 18, 2020 vestry meeting be approved. Janis Adams seconded. The motion carried.

### **Upcoming Attractions**

Fr. Rob discussed the following upcoming events:

- a. September 20: St. Matthew's Day
- b. September 20: 4:00 pm - Evensong on the Lawn followed by a Socially Distant Ice Cream Social
- c. September 29: 5:30 pm - Feast of St. Michael and All Angels
- d. October 4: Service Schedule Change  
8:00 am: Livestream from the Cathedral  
10:30 am: Mass on the Grass
- e. October 19: 5:30 pm - Feast of St. Luke the Evangelist
- f. October 20: 7:00 pm - Vestry Meeting

### **Wardens' Report**

#### **Junior Warden - Kenny Rogers**

The following items have been completed or scheduled

Scheduled: To begin September 17, 2020 – Rekeying (25) different locks with (9) different keys as described in last month's report (and shown below). Those receiving keys will sign a "Key Holder Agreement" form available thru Linda Hodge.

By the end of the week, the existing keys will not work (except in sacristies)

- (A) Nave
  - (B) Undercroft
  - (C) Largest area including the Great Hall and the Kitchen
  - (D) Garrett Hall
  - (G) Priest and Altar guild sacristies Existing keys to be used
- Ongoing: Meeting and discussion with Church Insurance Company on the roof damage from the March 2017 storm. The next step is to have an independent inspection.
  - Ongoing: There continue to be air conditioning problems.
  - The August electrical bill is anticipated to be higher due to the high temperatures.

#### **Senior Warden - David Pinson**

- Janet Page Elsea has resigned prior to this date. As there are only three months left on her tenure it was decided to not appoint a successor prior to the annual meeting.
- Endowment Board consists of (5) positions that each serve (5) years with a new appointee each March. Over the past few years, due to circumstances including the interval between Deans, this has not always been adhered to. Adele Ichilian's term should have ended in March 2020. The Vestry submits (3) nominees to the Endowment Fund trustees who then appoint one. Various names were suggested. The Dean will contact each to confirm if they would like to have their name put forward. The Vestry will vote at the October meeting to agree on three nominees to submit to replace Adele (who will continue until the Endowment Fund trustees appoints a replacement). Joe Pitzinger's term ends in March of 2021 and the Vestry will address additional nominees after the first of the year.

## **Finance Report – Bob Jones, Treasurer**

- Financial Statement – Year to Date remains acceptable to budget. Pledges received at this time are holding consistent, but the plate continues to be behind budget. If the pledges continue in a consistent manner, the end of year should be a breakeven point, even if the PPP loan is not forgiven. If the PPP loan is forgiven, which is expected, we should end the year with \$79,133 in the black.
- We continue to have a problem with fleas and the Pest Control company has been servicing the building.
- With cooler temperatures, the utilities should go down to around \$1,500.00 per month.
- Income from the Endowment has been received and it is anticipated that we will not need the loan of \$60,000 from the Endowment Fund. It may be needed after the first of the year.
- The Audit for 2019 has been completed. The auditors suggest that someone from the Vestry should look over the check register as the office staff has been reduced. Tim Mack has been doing this and will continue to do so. A motion was made by David Pinson and seconded by Randy Staff to accept the report of the auditors for the 2019 year. Approved unanimously. The report needs to be sent to the Diocesan office during the month of September.
- Technology upgrades effort is receiving designated donations.

## **Discussion Items**

- New Worship Schedule.
  - As of October 4<sup>th</sup>, the 8:00 am service will move into the Nave. Entrance will be thru the front doors only (except mobility impaired guests) as Ushers will seat everyone in appropriate distanced pews. Masks are required. There will be no singing except soloist and all pew books have been removed. It is anticipated that we can accommodate (68) attendees. Exiting will be done thru the side

doors with distribution of hosts and donations accepted on side tables, much as is being done currently on the lawn. The 10:30 service will now become Mass on the Grass with music by Paul Demer.

- Stewardship Campaign.
  - As discussed last month, the shape of campaign will be the same, but fellowship will be completely on zoom October with Vestry members hosting as the Fellowship team. There will not be an evening service. Prayer teams (those making the calls) will be given names by e mail to call during a four-week period beginning in October with the focus on fellowship and prayer. Ingathering of pledges will be on November 15<sup>th</sup>.
  
- Bishop Sumner will be with us on November 1<sup>st</sup>, All Saints Sunday, for confirmations during Mass on the Grass.
  
- Development Update from Tim Mack
  - Trammel Crow Residential (TCR) has been in touch with the Cathedral since the last Vestry meeting. TCR remains enthusiastic for the development, considering it a “signature property” and has moved forward to secure financing on the equity portion. The St. Matthew’s Development Committee subsequently met to discuss details of TCR’s current proposal. After sharing the current proposal with the Vestry, the Vestry agreed that the Committee should move forward in discussions with TCR towards a contract for a July 2021 closing with construction starting about (60) days thereafter.
  
- There being no further business, Diane Wiles moved to adjourn the meeting. Chrys Meador seconded.

Respectfully submitted,

Adele Ichilian, Clerk