

CALVARY EPISCOPAL CHURCH
MINUTES OF VESTRY MEETING
June 13, 2017

The June vestry meeting was called to order by Senior Warden Jewlon Morris at 6:34 pm, and the vestry said an opening prayer for the parish.

Vestry Members Present:

Betty Best	Scott McLemore
Greg Bethke	Jewlon Morris
Terry Jordan	Joyce Strimple
Oscar Lozano	Amber Zentis
Dorothy Lyons	

Also Present: Fr. Paul Wehner – Rector, Rev. Lecia Brannon – Curate

Absent: Leslie Amentini, Roy Haley, Jason Kniss, Christian Iversen – Treasurer, Bill Daw – Chancellor

Dorothy Lyons led the vestry in a devotional.

Amber Zentis led a discussion of chapter 3 (Communications Strategy) in Tom Ehrich’s book, ‘Church Wellness; A Best Practices Guide to Nurturing Healthy Congregations.’

Review of May Meeting Minutes

- The minutes of the May 2017 vestry meeting were reviewed for accuracy and accepted, following a motion by Amber Zentis and a second by Dorothy Lyons.

Treasurer’s Report

- Scott McLemore reviewed the May 2017 monthly finance report. See Appendix A of Meeting Minutes for summary of the revenues and expenses. Month-to-date spending was \$532.05 above revenue (i.e. deficit). Year-to-date, spending is \$14,040.20 below revenue (i.e. surplus).
- Kiosk transactions for the month of May were not available at the vestry meeting.

Rector’s Report

- Fr. Paul mentioned that Rev. Bill Beers from Food for the Poor will be preaching at both services on July 2, 2017.
- The ‘Introduction to Vestry’ reception will be held July 28 at Betty Best’s home. This is an informal event for people interested in learning about being a vestry member. Five vestry positions will be open for election this fall. Current vestry members are encouraged to participate in the reception, preferably one member per vestry year.
- The Adult Mission trip is scheduled for July 30 through August 4th. The kiosk is set up with a drop-down item for monetary donations.

- Calvary was contacted by the Episcopal Church Women of the Diocese of Texas seeking a donation for their group. Calvary does not have a local chapter of this group.
Motion: Amber Zentis made a motion to donate \$200 to the Episcopal Church Women of the Diocese of Texas. Betty Best seconded the motion, and the motion passed.
- Fr. Paul shared his summer vacation plans: June 12-18(including Sunday) and July 17-21.

Curate's Report

- Rev. Lecia shared that Christian Formation has finished for the season, and she has assembled a lending library which is available in the parlor.
- Betty Anne Taylor will be leading an adult scripture study entitled Living Compass which will be starting June 26.
- The Pastoral Care team has been busy caring for parishioners and writing/sending cards.
- Special services planned for later in the year: September - Healing Service; December – Blue Service.

Sr. Warden Report

- Jewlon Morris shared that the Myers Endowment annual joint meeting will be held on June 28th. The joint meeting is for Myers Endowment board members, Calvary Preparatory school board members and Calvary Church vestry members. Vestry member spouses are invited as well.

Jr. Warden Report

- Jr. Warden Terry Jordan provided updates on several activities:
 - * The exterior door from the narthex leading to the courtyard and the exterior church office door were painted by Oscar Lozano.
 - * The sprinkler system was repaired by Able Sprinkler Repair. Repairs took a 3 man crew 3 days.
 - * A sinkhole developed in the school soccer field. It was probably caused by a drainage pipe problem. The City of Rosenberg has repaired the hold.
 - * The sidewalks along Austin St. are scheduled to be repaired in July.
 - * Outside electrical boxes are in need of an inspection and repair. Terry is arranging an inspection of the church grounds.
- Terry spoke with Jim Grotte about the ongoing flood abatement project. Jim reported that discussions between the City of Rosenberg and the City of Richmond are continuing.
- The meeting with Ideal Impact has been postponed indefinitely. Ideal Impact is a company that proposes ways to improve energy usage resulting in lower energy costs. They are paid according to the amount of savings they realize for their customer, relative to a baseline year.
- Terry also provided an update on the kitchen remodeling project. Two additional contractors are putting in bids for the project. The additional bids should be returned within 1 week and will give church 3 bids from which to choose.
- Additional details of ongoing projects are included in the Jr. Warden's report attached to the vestry packet.

- Fr. Paul shared that the Finance Committee asked for a service company to evaluate the possibility of repairing the kitchen dishwasher rather than purchasing a new one. Terry will call a repair company to evaluate the dishwasher.

Committee Reports

- Greg Bethke shared that the Mission and Vision Team is acting on the suggestions provided by vestry at last month's meeting and provided updated goals and objectives from the Welcome & Embrace and Forming Disciples sub-teams.
- Amber Zentis announced that the Sunday, June 11 issue of the Fort Bend Herald ran an article and photos from Calvary's Pentecost Picnic. Also, the June issue of the Pecan Grove Monthly carried two stories from Calvary on the Preston Street Community Garden and the result of Calvary's efforts to raise money for Abigail's Place, including photos.

New Business

- Amber Zentis shared that the Media Communications Committee has received a quote for revamping the Calvary website.
- **Motion:** Betty Best made a motion that up to \$3,000 be made available to the Media Communications Committee for updating the Calvary website, including the addition of a welcoming video. Joyce Strimple seconded the motion, and the motion passed.
- Amber also shared that the Episcopal Health Foundation is holding a workshop on June 28th about tools available to identify community needs. The workshop will be held at the Fort Bend County Annex (off Reading Road) from 8:30 am to 11:30 am.

Old Business

- The 2017 family retreat is scheduled for October 13-15, 2017.
- David Cook will head a committee looking at improving security around the church.
- The Finance Committee has recommended that the \$10,000 donated by the church for the kitchen remodeling project come out of cash-on-hand.

Vestry members shared prayer concerns, and after a closing prayer, the meeting was adjourned at 8:25 pm.

Submitted by,
Greg Bethke, Clerk

APPENDIX A: Analysis of Revenues & Expenses – Summary – May 2017

Date : 06/14/2017		Calvary Episcopal Church					Page : 1
Time : 9:42:51 AM		Analysis of Revenues & Expenses - Summary					
		May 2017					
Accounts	MTD Actual (This Year)	MTD Budget (This Year)	MTD Budget Remaining (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	YTD Budget Remaining (This Year)	
Revenues							
Offerings	\$47,251.03	\$47,708.33	\$457.30	\$252,576.37	\$238,541.65	(\$14,034.72)	
Investment Income	\$0.34	\$0.00	(\$0.34)	\$1.21	\$0.00	(\$1.21)	
Church Usage	\$0.00	\$83.33	\$83.33	\$200.00	\$416.65	\$216.65	
Designated Income	\$4,825.00	\$6,041.67	\$1,216.67	\$26,537.91	\$30,208.35	\$3,670.44	
Total Revenues	\$52,076.37	\$53,833.33	\$1,756.96	\$279,315.49	\$269,166.65	(\$10,148.84)	
Expenses							
Vestry Oversight							
Insurance	(\$7,377.92)	(\$7,675.00)	(\$297.08)	\$9,606.16	\$9,800.00	\$193.84	
Office and Administration	\$3,515.85	\$3,329.17	(\$186.68)	\$9,715.27	\$13,270.85	\$3,555.58	
Buildings and Grounds	\$9,210.88	\$6,240.00	(\$2,970.88)	\$35,206.95	\$31,200.00	(\$4,006.95)	
Employee Compensation	\$26,912.64	\$25,841.32	(\$1,071.32)	\$146,576.75	\$144,204.94	(\$2,371.81)	
Vestry and Stewardship	\$2.59	\$333.33	\$330.74	\$2,675.78	\$1,666.65	(\$1,009.13)	
Finance Committee	\$2,556.03	\$1,214.58	(\$1,341.45)	\$5,589.29	\$6,072.90	\$483.61	
Total Vestry Oversight	\$34,820.07	\$29,283.40	(\$5,536.67)	\$209,370.20	\$206,215.34	(\$3,154.86)	
Mission/Outreach Ministry	\$6,750.62	\$7,112.67	\$362.05	\$19,102.26	\$25,329.35	\$6,227.09	
Calvary Life Ministry	\$1,848.61	\$1,862.49	\$13.88	\$6,256.71	\$6,462.45	\$205.74	
Worship Ministry	\$2,794.18	\$1,029.16	(\$1,765.02)	\$4,852.65	\$5,145.80	\$293.15	
Formation/Spirituality Mnstry	\$2,266.52	\$837.52	(\$1,429.00)	\$5,051.37	\$4,187.60	(\$863.77)	
Diocesan Obligations	\$4,128.42	\$4,128.42	\$0.00	\$20,642.10	\$20,642.10	\$0.00	
Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Expenses	\$52,608.42	\$44,253.66	(\$8,354.76)	\$265,275.29	\$267,982.64	\$2,707.35	
Net Total	(\$532.05)	\$9,579.67	\$10,111.72	\$14,040.20	\$1,184.01	(\$12,856.19)	
Restricted Gifts							
Total Restricted Gifts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Restricted Expenses							
Total Restricted Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Net Operating Total	(\$532.05)	\$9,579.67	\$10,111.72	\$14,040.20	\$1,184.01	(\$12,856.19)	