

# Calvary Episcopal Church Minutes

CALVARY EPISCOPAL CHURCH  
MINUTES OF VESTRY MEETING  
February 11, 2019

The February 2019 meeting was called to order by Sr. Warden Amber Zentis at 6:31 PM.  
The vestry said an opening prayer for the parish.

Vestry Members Present: Betty Best, Eric Cain, Angela Cooley, Roy Haley, Jim Kidda, Frank Lemkowitz, Oscar Lozano, Missy Marek, David Taylor, Bob Watts and Amber Zentis.

Also Present: Fr Paul Wehner, Rev. Lecia Brannon. Kathy Haley and Betty Anne Taylor made presentations and left prior to the meeting.

Vestry Members Absent: Don Whitehead

David Taylor led the vestry in a devotional about being an evangelistic church.

Kathy Haley, Church Financial Administrator, presented an overview of financial reporting.

## Review of January Meeting Minutes

The minutes of the January 2019 meeting were reviewed for accuracy and approved, following a motion to approve by Eric Cain which was seconded by Angela Cooley.

## Finance Committee Report

- \* The Designated Income section now has a category 4004.03 for donations to Laundry Love.
- \* The Foundation donation for the year was received, so the annual budget remaining for it is \$0.00.
- \* Utilities expenses are over monthly budget because bills from December were received late.
- \* Employee compensation overrun was for lead and alto singers in the Christmas program, the extra time for the communications director to assemble the slide show for the Bishop, and the tax component of the staff bonuses approved in December.
- \* Bank fees reflect an increase in fees for online and kiosk transactions.
- \* Outreach has a new cost center for Laundry Love, having approved \$200.00 per month to be spent for quarters and laundry detergent for this program. It was noted that the budget will vary as dedicated donations are received, so the vestry referred to the treasurer and finance committee the task of determining how this budget will be reported.
- \* Worship ministry has a new cost center for Supply Clergy which will not be used until Fr. Paul retires.
- \* Sanctuary Flowers item reflects that flowers are mostly paid for as memorial gifts.
- \* Kiosk Monthly Transactions shows a reduction in pledges but a large increase in pledge payments because some pledge offerings are paid in full at the beginning of the year, but for budgeting purposes are pro-rated as monthly pledge payments.
- \* The Finance Committee Report was accepted without motion.

## Rector's Report

- \* Betty Anne Taylor addressed the Vestry with a request for the Green Team to be officially recognized as a service organization within Calvary Episcopal Church, and to present proposals outlined by the Green Team. These include plans to recycle coffee grounds, plans to replace individual creamer containers with creamer bottles, plans to replace Styrofoam cups with a combination of paper cups and donated china cups, and the Green Team also requested the Vestry to reduce plastic water bottle waste by the Cook Team substituting water pitchers and cups for the plastic bottles currently set out for breakfasts. It is noted that clergy and musicians will continue to have their own supply of water bottles as needed for singing, preaching and liturgy within the sanctuary. Roy Haley made a motion to require

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the Cook Team to refrain from supplying water bottles for general consumption at breakfast, and David Taylor seconded, and the motion passed. Fr. Paul will notify the cook team. The Vestry requested the Green Team to review their other recommendations and restate them as specific proposals that could be put to yes/ no votes.

- \* CEC Bus Use: Fr. Paul presented an Allocation of Costs agreement between the CEP School Headmaster and the Rector which the Vestry reviewed. The agreement includes provisions for the church to pay IRS mileage rates for bus use and all additional trip-related costs. The All drivers must have a commercial license with passenger endorsement. Any device producing smoke, vapors or unpleasant smells is prohibited, as is consumption of alcoholic beverages on the bus. CEP has been added to CEC auto policy as additional insured. Roy Haley mad a motion to accept this agreement which Missy Marek seconded and the motion passed.
- \* Fr. Paul reviewed the Church Ministry Map with the Vestry and encouraged all members to sign on as liaisons for ministries needing liaisons.
- \* Fr. Paul reviewed the VPOD schedule with reference to the upcoming Lenten series to insure that all vestry members had signed up for Vestry Person duties.
- \* Because March 12 occurs during Spring Break, the Vestry discussed and agreed to moving the March meeting to March 19.

### Associate Priest's Report

- \* Rev. Lecia distributed copies of Christine D. Pohl's *Living Into Community: Cultivating Practices That Sustain Us*. Vestry members are requested to read from the Introduction through Chapter 2, Grateful Hearts, and bring their books for the next meeting.
- \* Ashes to Go will be held on Wednesday, March 6 from 7 AM to 9 AM and 3 PM to 5:30 PM.

### Sr. Warden Report

- \* Vestry members were reminded that on VPOD duty, two people (not spouses) are required for each cash count and that prayer requests go to Rev. Lecia Brannon and welcome cards go to Anne Scarborough.
- \* The VPOD for the early service is required to stay until the VPOD for the late service arrives.
- \* The Sr. Warden gave an update about the Diocesan Council. Since Bishop Suffragan Dena Harrison will be retiring, the Council representatives will have the important task of voting for her replacement.
- \* Preston Street Garden will have a Garden Work Day on Saturday, March 2.

### Jr. Warden Report

- \* The Jr. Warden reminded vestry members to notify him of items needing repair.
- \* The south door going into the Narthex has been sticking at the bottom and has been fixed.
- \* Brackets were installed for the pew candles purchased for the Nave.
- \* One of the two microwave ovens in the kitchen were replaced.
- \* The Jr. Warden is researching appropriate freezers to replace the current one due to a noisy compressor and possible freon leak.

### Committee Reports

- \* David Taylor made a motion on behalf of the Outreach Committee to use remaining Hurricane Harvey funds to assist a widow known to him whose home was flooded in the Tax Day Flood of 2016 and 4 months after she moved back in following rebuilding, the home was devastated by Hurricane Harvey. It has now been raised at least 6 feet on piers and a ramp was built to the front door. But it has numerous broken windows, no kitchen cabinets, and because it has been raised, the side door needs a porch and stairs as a fire escape. Raymond Pohler has agreed to serve as site supervisor and David Taylor will coordinate volunteers. Betty Best seconded the motion and the motion carried.

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### New Business

- \* Bob Watts mentioned Walking the Mourners Path is in week six with five active participants.
- \* Houston Methodist Hospital is requesting a presentation by Calvary's Care Team for the discharged patients ministry.

### Old Business

- \* There was no old business.

The vestry said a closing prayer.

At 8:55 PM, the meeting was adjourned.

Submitted by / David Taylor, Clerk