

Calvary Episcopal Church Minutes

CALVARY EPISCOPAL CHURCH
MINUTES OF VESTRY MEETING
February 11, 2020

The February 2020 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: Eric Cain, Susan Grotte, Tim Hillis, Jim Kidda, Frank Lemkowitz, Oscar Lozano, Missy Marek, John Ondrusek, David Taylor and Don Whitehead and Amber Zentis.

Also Present: Treasurer Christian Iversen was in attendance for the Finance Committee report. Rev. Lecia Brannon was not in attendance, being called to an emergency meeting of Attack Poverty.

Vestry Members Absent: Angela Cooley.

Eric Cain led the vestry in a devotional based on the healing effects of music.

Review of January Meeting Minutes

The minutes of the January 2020 meeting were reviewed for accuracy and approved, following a motion to approve by John Ondrusek which was seconded by Missy Marek.

Finance Committee Report

- The year begins with a \$13,631.34 shortfall, which is not unusual for January. It is noted that not all pledge cards have been received to date and Rev. Lecia is continuing to contact parishioners concerning this. It should also be remembered that some parishioners have paid their entire annual pledges in January but income from these pledges is prorated over 12 months
- Buildings and Grounds expenses exceeded monthly budgeted amount by \$4,546.77 due to the school being late in turning in their utility bills resulting in utilities expenses reflecting the current month and two months in arrears. Amber will meet with the Mr. Smith about billing the church in a timelier manner. The two months of arrears should have come from last years' budget. Funds can be taken from Capital Maintenance to offset this if needed.
- Mission/ Outreach expenses are \$793.86 less than monthly budgeted amount because the expenses are paid out for projects as they occur.
- In the Worship Ministry account, Rev. Lecia has transferred funeral donations to the Altar Guild. Bulletin expenses exceed budgeted amount due to expenses for Christmas season bulletins and the Annual Report copies.
- Formation has spent significantly less than budgeted amount to date.
- The Finance Committee report was approved following a motion by John Ondrusek which Eric Cain seconded.

Senior Warden's Report

- The Ministry Map was passed around for new vestry members to decide which ministries to liaison and for other vestry members to decide if they wanted to change their liaison responsibilities. John Ondrusek and Frank Lemkowitz will liaison with the Finance and Stewardship Committees, Tim Hillis and Oscar Lozano will liaison with Outreach, and Susan Grotte will liaison with Worship committee. The other vestry members continue their present liaison responsibilities: Angela Cooley and Don Whitehead with Membership, David Taylor

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with Outreach, Eric Cain and Missy Marek with Youth and Formation, and Jim Kidda with Worship ministry.

- Environmental Health and Safety: Between 15 and 20 years ago, Calvary Episcopal Church incurred a bat infestation and the bats were removed. About 9 months ago, the previous rector bid out to three companies a project to test the air quality in the church for *Histoplasma capsulatum* spores, a type of fungal infection found in bat and bird dung that can infect some people's lungs. For \$300.00, Animal Pro completed the inspection during the time the baptistry north wall was open for the second columbarium installation. The company gave a verbal report that there was no evidence of bat dung spores but had not provided a written report. Recently a parishioner complained of being unable to attend the church due to respiratory reaction to what that parishioner was concerned could be histoplasma and requested the air quality be tested again. Jim Kidda made a motion for the senior warden to reach out to the parishioner family for any recommendations they may have for a company to test the air quality, and provided the company is reputable and qualified to perform this inspection, to hire the recommended company without bids, provided the church chancellor is present to insure adequate documentation is completed to satisfy any liability concerns. John Ondrusek seconded the motion and the motion carried.
- Diocesan Council Update: As reported during church announcements, the 171st Council of the Diocese of Texas convened February 7 and 8. Delegates from Calvary included Rev. Lecia and Rev. Nancy as clergy and Amber Zentis, Kathy Haley, Jewlon Morris and Greg Bethke as lay. The Bishop plans a review of parishes in town hall format to hear parishioners' thoughts and ideas of what is being done in the church and where the church should go in the future, and this may involve Calvary the 2nd and 3rd week in June. The Bishop also announced three new initiatives. Mending the Gap will review each church's portion of the Diocesan assessment to reduce the burden of small or financially disadvantaged churches or churches that have incurred natural disasters. Unity in Mission addresses connection and conversation during times of partisan politics. Racial Justice seeks to build true community in the Episcopal Church of Texas through equality, mutuality and reciprocity in over 40 racial justice projects. For Diocesan Council committees, Mark Duncan was elected to serve a 3-year term on the Executive Board and Amber Zentis was appointed to serve a 4-year term on the Episcopal Foundation board.
- Search Committee Status: The preliminary work of developing a consistent and comprehensive questionnaire has been completed and the committee went on a brief hiatus during the Advent and Christmas seasons, and has begun interviewing candidates. As a reminder, Search Committee members are strictly forbidden to answer any questions about candidates including how many, who they are or where they are from.
- The March meeting on March 10 may interfere with Spring Break for some schools. The senior warden asked if any vestry member would be unable to attend for that reason and it was determined without motion that the vestry will retain March 10 as the meeting date.

Locum Tenen's Report

- The Lenten Program will include a study of the book of Hebrews with five outside speakers. March 18 will be the vestry's day to provide set-up, soup and cleanup. Nine soups are needed. Set up will need to begin after 5:00 PM to avoid interfering with Calvary Episcopal Preparatory's play practice.
- Evensong will be held March 15, conducted by our church choir, along with St. Thomas Wharton, with John Braun. Other local Episcopal churches will be invited. Debbie Helbert will head the reception committee.
- Calvary Episcopal Preparatory is pleased to announce they raised \$170,000 at their auction and expresses their appreciation for all who assisted and attended.

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Jr. Warden's Report

- JR Construction completed installation of the windows in the offices, conference room, nursery and Pre-K room, and improvement has been noted in noise reduction and temperature.
- Ceiling tiles were purchased and are being installed in the office areas.
- CNC Roofing and Calvary are scheduling a time for completion of school fascia replacement.
- Architects have been hired and are developing a plan for remodeling the parish hall to include the restrooms in the hallway between the kitchen and the school. The restroom portion may be funded with Myers Endowment funds.
- Bids are being requested among companies selected by the Diocese for stained glass window replacement. It is noted that \$100,000.00 has been funded for this project, but that in order to insulate the stained glass windows the cost would increase to \$145,000.00.

Committee Reports

- Outreach Committee will donate funds to sponsor the Attack Poverty 10K run on April 4th. This will include providing T-shirts which will be able to display Calvary's name. Volunteers are needed for this event.
- Newcomers Committee has completed and published the Ministry booklet, which was mailed to all parishioner family groups to explain the ministries and their contact persons and to enable interested parishioners to join ministries of their choice. Lenten suppers will begin March 4 and will last each Wednesday through April 1. Newcomer Classes replacing Calvary Connection weekends, will begin April 19 through May 10.

New Business

- None.

Old Business

- The VPOD Schedule was reviewed for members wanting to change their VPOD dates.

The vestry said a closing prayer.

At 8:12 PM, the meeting was adjourned.

Submitted by / David Taylor, Clerk