

# Calvary Episcopal Church Minutes

CALVARY EPISCOPAL CHURCH  
MINUTES OF VESTRY MEETING  
November 12, 2019

The November 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, Don Whitehead and Amber Zentis.

Also Present: Rev. Lecia Brannon, Treasurer Christian Iversen and vestry elect members Susan Grotte and John Ondrusek.

Vestry Members Absent: Bob Watts.

Don Whitehead led the vestry in a devotional, Remembering the Past and Counting the Cost.

## Review of October Meeting Minutes

The minutes of the October 2019 meeting were reviewed for accuracy and approved, following a motion to approve by Don Whitehead which was seconded by Betty Best.

## Finance Committee Report

- \* **October Results:** Although plate offerings were up, the continuing reduction in pledge payments resulted in a net reduction in offerings of \$7,568.17. However, the finance committee consider this usual for this time of year and anticipates an increase toward the end of the year. Expenses in all categories are very close to budget. Any unused funds slated for the Rector Search in 2019 will be designated for the same purpose in the 2020 annual budget.
- \* The October Results were accepted by motion from Don Whitehead which was seconded by Roy Haley.
- \* **Preliminary 2020 Budget:** The Treasurer presented a preliminary 2020 budget proposal from the Finance Committee which highlighted contractual obligations (telephone, monitor, internet, janitorial and landscaping services) as well as deviations from the 2019 budget and funding requests from ministries. The 2020 budget proposal anticipates no need for an audit in 2020 and a reduction in business expenses by the new rector. The rector's salary will need to be increased to be competitive and increasing the salary will necessitate increasing pension contribution.
- \* There was discussion regarding the goal for Calvary's outreach budget to reflect an "almsgiving tithe" of a tenth of the church's budget, as well as the fact that the Wessendorf Foundation's generous gift of paying off Calvary's loan was not only to reward Calvary for past accomplishments but in the expectation that Calvary would continue its outreach activities to the community. It was noted that Calvary Outreach can augment the budget with the spaghetti dinner and possibly other fundraisers.

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- \* The treasurer invited vestry members to the Finance Committee meeting on December 3 when the stewardship results will determine revenues and the budget will be balanced. The Senior Warden noted that the Vestry is not required to pass a budget by the end of year if stewardship pledge cards are slow in being returned and the vote can wait until January Vestry meeting as long as staff salaries are set.

### Senior Warden's Report

- \* Calvary Episcopal Preparatory's Veterans Day Program yesterday was outstanding. The Golf Tournament was a success, with 88 golfers raising \$50,000.00 of which \$30,000.00 will be designated for scholarship donations.
- \* Calvary Episcopal Preparatory has narrowed their headmaster search to four candidates who have been reviewed. The final recommendation will be made this week. If the selected candidate is not Episcopalian, that candidate will require the approval of the Bishop.
- \* The December 10 Vestry Meeting will start early, at 6:00 PM to make time for the Vestry Christmas Party, which the Lemkowitzes have graciously consented to host this year. Spouses can visit in adjoining rooms during the meeting or can arrive at 7:30 PM for the party.
- \* The Stewardship Dinner is at Swinging Door on Friday, November 15 at 6:00 PM. The Stewardship Team plans to propose a "narrative budget" connecting the dots between what we as a church are called to do and the cost of accomplishing our goals.
- \* November 24 will be Commitment Sunday.

### Locum Tenen's Report

- \* First Advent Sunday, on December 1, will include a Blue Christmas service in the evening. There will be a tree in the kiosk room ("green room") and paper angels on which parishioners can write the names of deceased loved ones and hang them on the tree.
- \* There will also be a Christmon ("Christ monogram") Tree in the Thompson Highway foyer on which parishioners will be able to hang decorative symbols of Christ.
- \* The Rosenberg Symphonic Band will perform December 15 and the school band will participate at the same venue.

### Jr. Warden's Report

- \* Work on the wheelchair ramp to the youth building began last Thursday, when the City of Richmond finally granted the permit after four months.
- \* Kathy Haley swapped church offices with Suzette Hillis and Betty Anne Taylor and the cinderblock walls in the offices were sheet-rocked and painted, and the offices are now occupied again.
- \* There are leaks in the sprinkler system, most of which have been identified. Of note is that when the inflatable waterslide is positioned for the annual parish picnic, the securing stakes sometimes puncture the sprinkler system lines.
- \* Eagle Scout candidate Garrett Huseman completed his scout project to re-stripe the parking lot. After the fact, it was noted that a new handicap space will need to be designated near the ramp to the youth building, and the scout stated his willingness to donate his supplies for that task.

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- \* JR Construction has given a quote of \$4,980.00 to replace all the Church office windows, much lower than one from a glass company. Oscar Lozano made a motion to move \$5,000.00 from the Capital Maintenance Fund to complete the window repairs. Missy Marek seconded and the motion carried.

### Committee Reports

- \* According to the Newcomer Ministry report, four new families are joining Calvary this month and five new welcome cards were received. The welcome party was held Sunday November 3 at the Scarboroughs' house with 18 guests in attendance and 10 hosts.
- \* Cookie request: On December 15, the day of the Rosenberg Symphonic Band concert, there will be cookie decorating between services. Anybody who can help are urged to bake shaped sugar cookies to serve for the Band reception. Dozens are needed.

### New Business

- \* Frank and Lisa Lemkowitz propose hosting a Financial Peace Seminar in the next year. The seminar is a 9-week course to train families in making wise financial decisions to reduce debt. To ensure commitment to the course, the author of the course, Dave Ramsey, requests payments of \$100.00 by each family unit attending. At least 10 family units will be needed to attend. Because the seminar is self-sustaining, no motion is needed by the vestry to initiate it.

### Old Business

- \* Status of Search: The search committee is completing the list of questions they intend to ask each rector candidate, after which the questions will be submitted to the Diocese for approval.

The vestry said a closing prayer.

At 8:13 PM, the meeting was adjourned.

Submitted by / David Taylor, Clerk