

Calvary Episcopal Church Minutes

CALVARY EPISCOPAL CHURCH
MINUTES OF VESTRY MEETING
October 8, 2019

The October meeting was called to order by Sr. Warden Amber Zentis at 6:32 PM.
The vestry said an opening prayer for the parish.

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

Also Present: Rev. Lecia Brannon, Christian Iversen.

Vestry Members Absent: Eric Cain.

Angela Cooley led the vestry in a devotional based on Pray Big Things by Julie Jeffress Sadler.

Review of September Meeting Minutes

The minutes of the September 2019 meeting were reviewed for accuracy and approved, with revision proposed by Frank Lemkowitz to include the names of vestry candidates discussed at the last meeting. The revised minutes were approved following a motion by Bob Watts which was seconded by Frank Lemkowitz.

Finance Committee Report

- * Treasurer Christian Iversen presented the budget planning/ prioritization plan for 2020 as well as the September budget results. He reported that the Finance Committee had met on October 5 to brainstorm a “reach for the stars” preliminary budget to identify all proposed expenditures, which significantly exceeded Calvary’s historic revenues. Calvary’s anticipated revenue for 2020 will be unknown until the results of the Stewardship campaign are tallied. As part of anticipated budget, it is known that the insurance assessment and Diocesan assessment for 2020 will exceed what they were in 2019. The Finance Committee will have a second meeting to identify priorities and areas to cut from the budget. After the stewardship campaign, a third budget will be cast to balance the budget in context of anticipated income. This budget will be presented to the vestry, who will have the final authority over the budget. Any members of the vestry who wish to attend the finance committee meetings are welcome to observe but will not be included in the discussions of those meetings. The next meeting will be November 5th. Meanwhile, the vestry is invited and encouraged to consider priorities and communicate them to the finance committee. Roy Haley requested prioritization for expenses related to search committee work and to Outreach.
- * September Results: Plate offerings exceeded budgeted amount, but year to date pledge payments were \$18,695.88 below budgeted amount, resulting in a total revenues shortfall of \$2,234.23 year to date.
- * Thanks in part to the junior warden’s volunteer work to assist the sexton in making repairs, Buildings and Grounds expenses were \$3,730.25 under budget year to date.
- * Employee compensation exceeded year to date budget by \$6,218.43 due to expenses associated with the past rector leaving and the associate rector becoming locum tenens.
- * Vestry oversight expenses year to date are \$5,377.27 below budgeted amount due mainly to limited use to date of moneys allocated to the Rector Search. If these moneys are not expended this year, they will carry over into next year’s budget. Worship Ministry expenses year to date were \$971.17 below budgeted amount and year to date Formation/ Spirituality expenses were \$2,829.53 below budgeted amount. As a result, total expenses year to date are \$6,791.46 below budgeted amount, so Calvary’s budget this year is in good shape.

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- * The Finance Committee Report as a committee report was accepted without motion.

Senior Warden's Report

- * Prior to Bishop Kai Ryan's visit, Amber Zentis spoke with Rev. Beth Fain, Missioner for Congregational Vitality, who noted Calvary's website is very good, Calvary's reputation with the Diocese is very good, and Calvary is considered a very healthy parish.
- * The Scarborough's are hosting a Newcomer Reception in their home on November 3. Four volunteers are requested to come and assist as well as to bring hors' d'oeuvres or appetizers.
- * Vestry Elections will be held November 10. Bob Watts is completing a one-year term on the vestry and has volunteered to run for a full term. Other candidates at this point include Susan Grotte, Debbie Helbert, Tim Hillis, John Lyons and John Ondrusek. A counsel delegate is also needed, and Jewlon Morris has agreed to run again.
- * The Stewardship Campaign dinner will be held November 15 at the Swingin' Door. Stewardship Campaign Committee has had two meetings and will meet again this week. Plans are to tie the theme in with Calvary Church's 160th birthday. The Committee will present a narrative budget to the parish containing an explanation of how pledged gifts support our ministries and programs.
- * Calvary Episcopal Preparatory has four "semifinalist" candidates to replace Malcolm Smith as Headmaster. Two are local, two are not. They will come to the campus to meet the school board, faculty, staff and parents next week. Vestry members and parishioners who are interested can come to the reception to meet them.

Locum Tenens's Report

- * Bishop Ryan enjoyed her visit to Calvary, particularly having a baptism, confirmation and receiving, all from one family. She spent a half hour with the confirmands. She met with the vestry and heard presentations from the treasurer, junior warden, Calvary Preparatory headmaster, Deacon Nancy, and Roy Haley, outreach coordinator. She is the bishop for our geographic region and plans to return to Calvary November 2020.
- * The locum tenens will be out of town October 27, so a supply priest, Robert Merrill, who lives in Rosenberg, will conduct services at that time.
- * On December 15, the Rosenberg Symphony will return to perform, and are requested to include sing-along Christmas carols.

Jr. Warden's Report

- * CNC Roofing completed work on the brides'/ comfort room and did a very good job.
- * Because CNC Roofing made the lower bid and their work on the bridal room roof was good, they will be hired for construction of the wheelchair ramp to the youth building pending approval of permit from City of Richmond.
- * CNC Roofing, which bid lowest, will also be hired to complete school fascia replacement.
- * The handrail was installed on the youth building steps for a cost of \$210.00 and looks good.
- * New ceiling fans were installed in the solarium with remote controls for safer operation.
- * A new venetian blind was acquired for the rector's office and will be installed. Other improvements to the rector's office will include replacing ceiling tiles, cleaning the rug, and replacing electrical outlets to white.
- * Ideal Impact will tentatively be replacing bulbs to LED lighting in Calvary Episcopal Preparatory classrooms during the Thanksgiving break when there will be minimal interruption of classes.
- * Bids are being sought for the eventual remodeling of the parish hall and solarium to include ceiling, wall, floors, new tables, padded chairs and expanded coffee bar.

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Committee Reports

- * Oscar Lozano and Angela Cooley shared an update on the Search Committee.
- * Newcomer and Bread Delivery: 18 newcomers attended the coffee, conversation and tour social on Sunday, September 22.

New Business

- * Roy Haley needed to swap Vestry Person of the Day duties for October 20. Missy Marek agreed to swap with him.
- * Sheila Vaughn, Charlyn Harris' mother and grandmother of Delaney and Bridgit Harris passed away October 7. Her funeral will be at Calvary Episcopal Church on Saturday, October 19.

Old Business

- * None.

The vestry said a closing prayer.

At 8:12 PM, the meeting was adjourned.

Submitted by / David Taylor, Clerk