

Minutes

Vestry Meeting on April 23, 2017

Facilitator: The Rev. Charles Cannon

Present: Dorothy Marshall, Senior Warden, Penny Ranson, Junior Warden, Al Angell, Bonnie Brown, Sybil Edgar, Jo Lane, Betsey Lunsford, Ed Mathews, Libby Maxwell and Karin Winter.

Excused Absence: John Whiteman Treasurer, Garry Houston

The Vestry meeting was convened by Father Charles Cannon at 12:08 PM with a prayer

Quorum established.

Treasurer's Report: In John Whiteman's absence, Dorothy Marshall presented his report, indicating that he has made a regular payment on our remaining loan. John Whiteman had requested that Dorothy bring a motion to the floor. Dorothy Marshall moved and Jo Lane seconded that the \$10,000 from the insurance settlement be used as our back up account and the \$5000 currently in the Capital Campaign account be used as part of the loan payment. After much discussion the motion was voted down 3 no to 1 yes with several abstaining. It is projected that the loan may still be paid off by the end of July. As of March 31, revenue is ahead by \$14,000 for the year. However, for the month revenue is down by \$5,000. Expenses for the month were particularly high because certain large bills came due such as pension contributions and the insurance premium. In addition, Easter donations were lower than expected. All ministries are asked to begin using austerity measures until our seasonal parishioners return in the fall. The text donation capability is up and running but as yet is not widely used.

Senior Warden's report: Dorothy Marshall began with a thank you for all who participated in the various Easter services. She reminded the group that the Vestry Retreat is May 6, at DaySpring. The meeting will be held in the newly built center. The main speaker is the Bishop of the fastest growing diocese in the Episcopal Church. Details are available on the website. Sybil Edgar and Penny Ranson volunteered to attend. Others are welcome to go as there is no seating limit this year.

Dorothy also asked for help with stewardship. Libby Maxwell volunteered. Dorothy gave the floor to Al Angell who has a suggestion for improved communication and marketing of St. Hilary's. Because Al Angell's background is in marketing, he noticed communication was not included in all of the ministry assignments that were made at St. Hilary's vestry retreat. Al proposed that Father

Charles create a separate Communication Ministry to work with all the other ministries. Having discussed this idea in detail earlier in the week, Father Charles created the new ministry immediately.

As Al Angell analyzed the situation, there are at least three different groups who may need to be reached in different ways. There are the year-round regulars, the seasonal visitors, and the prospective members. The new ministry would need several specialists to cover areas such as technology, creativity, and marketing. There will be an initial meeting May 12. Al Angell and David Oliver will be in the group along with three non-Vestry members to be named later. They will begin by looking at the "St. Hilary's brand". Then they will determine the best course of action to get more people involved with the church and how we can better fulfill the mission of St. Hilary's in the broader community.

Dorothy then gave an update on the Capital Campaign Fund. So far \$194,000 has been collected. These monies have gone to pay off one loan and pay down the other one. With two years to go there is still \$148,000 in unreceived Capital Campaign pledges. The money left after paying off the second loan will go into the Capital Expense Reserve Fund. However, in looking at the spreadsheet of upcoming and recurring needs, it is obvious that the amount will not be enough to cover all expenses indefinitely. Ed Mathews suggested having fundraisers to help augment the church's financial needs. Fr. Charles clarified that any fundraiser should actively involve parishioners and/or introduce new people into the church. Vestry members are asked to put any ideas that they have for fundraisers into the Drop Box before the next meeting.

Jr. Warden's report: In an effort to be better stewards of the parish money, the Vestry is attempting to create clearer expectations for each job. Bonnie Brown has created a proposed contractual agreement to be used in evaluating the work of the cleaning staff. The draft was sent to Vestry members before the meeting so that it could be voted on at the meeting. Bonnie Brown moved and Penny Ranson seconded adopting the official list of expectations comprising the contractual agreement with our housekeeping service for evaluation purposes and to be used in any subsequent hiring of cleaning staff. The approval vote was unanimous. We evaluated the performance of our current cleaner, Michelle Lewis; it was deemed to be satisfactory and we appreciate her loyalty to St. Hilary's. At present, we are not planning to hire another service, although we reserve the right to receive bids from additional cleaning services.

Libby Maxwell was given the floor to give a final report on our roofing construction settlement. The official end of any possible litigation was April 6, 2017 when representatives of St Hilary's signed a waiver of future liability and received a check on behalf of the church for \$10,000.

Libby then went on to explain the situation with the two air conditioning condensers that we now own. There is only a 12-month grace period after purchasing these AC items before they must be installed in order for the guarantee to take effect. We are about 6 months out from the purchase. We bought them

ahead of time because we knew we would need them soon and we were able to buy them before the price for later replacement units and more complicated electrical installation requirements went up. Now they must be installed. The air conditioning firm of Kobie has offered us a further reduction in price of \$200 for the installation if we can allow them some flexibility in scheduling the installation. Libby Maxwell moved and Penny Ranson seconded the motion that Kobie be hired to install the two condensers before the grace period ends using \$3800 from line item 53150. We will be happy to give them a flexible schedule so long as they will phone ahead. The vote was a unanimous approval.

Rector's report:

Father Charles reported that Eddie Gibbons still has several steps to go before becoming an Episcopal priest. He asked that we keep Eddie in our prayers. He also reminded us that he will have four weeks of vacation between the middle of June and the middle of July. He is currently looking into arranging for supply priests to cover those weeks. He reminded us to read all reports before the meeting in order to utilize the meeting time more efficiently.

The meeting was adjourned at 2:08 PM with the group praying the Lord's Prayer.

The next Vestry meeting is scheduled for Sunday, May 21, 2017

Respectfully submitted,
Rosalind Mathews
Secretary