

THE CHURCH OF THE GOOD SHEPHERD
VESTRY MEETING
Monday 14 May 2018

Clergy Present: The Rev. Bill Bennett, The Rev. Dr. Cheryl McFadden

Vestry Members Present: Don Blankenship, Jack Boyne, Van Giersch, Jan Harris, Kevin LeCount, Margaret Nobles, Shannon O'Brien, Kitty Pruitt, Sheldon Smith, Karen Sommerville and Jeffrey Whittaker

Also, in attendance was Caryl Fuller, Treasurer, Nancy Daily, Lynn Wiss and Frank Fee

Meeting Called to Order by 6:04 PM by the Senior Warden Don Blankenship

Prayer led by Rev. Bill Bennett who read Saint Paul's Letter to the Ephesians 4:1-16 on the unity amid a diversity of gifts among believers. This was chosen as inspiration as the Church of the Good Shepherd undergoes introspection during the choice of a new rector.

Special presentations

1. A proposal for the **Stormwater Infrastructure Project** by Nancy Daly. (CGS_GSI Project Opp_20180514.pptx attached).
 - The concept of stormwater infrastructure was presented to treat rainwater in the city by providing absorption and filtration. The benefits are water management, pollution control, and downstream erosion management
 - CGS can provide a beneficial and instructive contribution to Neuse River. These efforts are in line with Bishop Rodman's goals for collaboration and environmental stewardship.
 - The project lifetime cost estimate is \$90,000 including \$25,000 10-year maintenance.
 - However, there are several potential funding sources that are available to help defray costs:
 - i. The city of Raleigh is expected to provide 90% funding.
 - ii. Episcopal Diocese of NC has Green Grants (up to \$5000)
 - iii. NC Division of Water Resources has development grants \$10000+.
 - Design, project, and oversight will be provided by NCSU at no cost as a Senior Project with the NC Cooperative Extension Service.
 - The estimate is that CGS will contribute a maximum of \$6500 in 2019.

Motion to support the project contingent on the other financial support and approval of the final design. (Offered by Shannon O'Brien/Seconded by Van Giersch): **PASSED UNANIMOUSLY**

2. A proposal for **Mary Beth Fee Center for Pastoral Care** by Frank Fee. (Mary Beth Fee Center for Pastoral Care.pptx attached)
 - The Center will provide a consolidation of CGS pastoral care activities into an overarching structure that would develop and expand these activities.
 - This proposal is the work of the following team:
 - Bill Bennett, Associate Rector
 - Don Blankenship, Senior Warden
 - Frank Fee
 - Cheryl McFadden, Associate Rector
 - Kitty Pruitt, Vestry representative

- Lynn Wiss, Pastoral Care Lay Coordinator
- The Center is named for Mary Beth Fee whose end-of-life journey illustrated the best of outreach from the Church of the Good Shepherd and was an inspiration in her giving to the CGS during this same time.
- The mission statement, core values, and vision of the Center were explained.
- The Center will assist in self-assessment and management by collecting key performance indicators (KPI) to provide a quantitative indication of the Center's effectiveness.
- No financial estimate was provided but a scope of work and plan to obtain financial assistance is a focus of the initial implementation of the plan.
- A Strength, Weakness, Opportunities, and Threat (SWOT) analysis was provided as a basis for launching this program.
- Immediate short and long-term objectives were outlined.

A motion of appreciation for the work creating this proposal and a resolution establishing the MBF-CPC (Whittaker/Le Count): **PASSED UNANIMOUSLY**

Approval of the Minutes:

Motion to accept minutes (Giersch/Harris): **PASSED UNANIMOUSLY**

Finance Committee Report:

- The March and April financial statements were approved at the May 14 financial meeting.
- The budgeted 1st quarter draw has not been needed.
- The annual audit has begun.
- The unbudgeted of \$1000 for continuing education for Rev. McFadden was authorized. Note to put in subsequent budgets for all clergy.
- Established a pre-authorization form for expense reimbursements to facilitate tracking.
- Discussion recommended more frequent publishing of financial situations in the bulletin.

Approval of Financial Reports: [Attached: 04 18 FinComm Report.pdf].

Motion to accept Financial Report (Giersch/Harris): **PASSED UNANIMOUSLY**

Associate Rector's Report

- Presentation by Rev. Dr. Cheryl McFadden. (Report attached: Office of Family Ministry Update May 14, 2018.docx)
 - 14 items of activities are summarized in the report.
 - One item underscored is the October 26-28 Men's Retreat in Oriental in collaboration with men at St. Thomas.
- Presentation by Rev. Bill Bennett.
 - The Men's Shepherd Group (MSG) has been launched and has become active in offering pastoral care to men of Church of the Good Shepherd.

Senior Warden's Report: [Report Attached: Senior Warden Report May 2018.docx]

- Communication Director job description has been circulated and the interviewing process will begin the latter part of May and early June.
- Safe Church training and background checks are being completed.
- Appreciation to Shannon O'Brien who is resigning the Vestry to move to Pittsburgh. Mike and her efforts with both the Vestry and the EYC are greatly appreciated.
- The Rector Search process is progressing nicely with Search Committee coming together.
- The Habitat for Humanity gave Church of the Good Shepherd a plaque for their involvement in building a home.

Junior Warden's Report:

- *Fire equipment needs repair and bids are being solicited.*
- *A new landscape company is being interviewed.*

Committees:

Fellowship – Presented by Van Giersch

- *Accolades to Van, the committee, and the cooks.*
- *Estimated 118 adults and raised \$1740.05 in donations.*

New Business:

- *Shannon O'Brien formally announced her resignation and will send a letter of resignation to the Vestry. (Letter attached: Resignation Letter- Signed.pdf)*
- *Jan Harris offered an Addenda to the Usher's Instructions that incorporate the security process of 7 ushers (Attached: Usher duties.docx)*

The Vestry went into confidential Executive Session to discuss personnel matters concerning the Interim Rector.

The meeting was adjourned at 8:31 p.m. with a motion by Jack Boyne seconded by Van Giersch and ***PASSED UNANIMOUSLY.***

Submitted by

Jeffrey W. Whittaker, PhD
Registrar

Attached:

- Office of Family Ministry Update May 14, 2018.docx
- Financial Report
- Senior Warden's Report
- CGS_GSI Project Opp_20180514.pptx
- Mary Beth Fee Center for Pastoral Care.pptx
- Resignation Letter- Signed.pdf
- Usher duties.docx

The next regular meeting of the Vestry is scheduled for 11 June 2018.