

THE CHURCH OF THE GOOD SHEPHERD
VESTRY MEETING
Monday, May 13, 2019

Vestry Members Present: Jan Harris, Jamey Bass, Jack Boyne, Duke Fentress, Maggie Fyfe, Van Giersch, Caryn Meade, Michael Springston, Ed Sharp, Sheldon Smith, Caryl Fuller-Treasurer and Cle Newsom-Registrar.

Absent: Don Blankenship
Kevin LeCount
Randy Coupland, Interim Financial Administrator

Clergy Present: The Rev. Canon Patricia Grace
The Rev. Dr. Cheryl McFadden

The meeting was called to order by Rev. Pat Grace at 6:17pm.

Approval of the Minutes:

A motion was made by Van Giersch to approve the minutes as amended. Seconded by Jan Harris. Motion carried. Corrections were made to the heading date of the meeting and to show Randy Coupland as being absent.

Rector's report (A copy is attached and included as a part of these minutes)

Rev. Pat stated that Kathy McLeod offered a \$500 donation to be used for Vacation Bible School costs so that participants would not need to be charged a fee. A motion was made by Ed Sharp and seconded by Jamey Bass to use her donation for this specific purpose. A small \$5 fee will be charged for the pizza lunch.

Rev. Pat wanted to make sure the Vestry understood that the Canons dictate that the Rector does the hiring and firing of parish staff. With that in mind, Rev. Pat is delaying any hiring decisions of a Youth Minister because she feels the new Rector should make this decision. The job description has been developed. The budget has also been approved. The Youth Minister position will report directly to the Rector. A discussion followed to update the Vestry on where we stood. Van suggested we send a blast to our parishioners or include a newsletter article to thank the Youth Minister committee and to define the structure of what we are looking for. The committee asked for pledge cards, but pledge cards are the responsibility of the Stewardship committee. A better approach is to ask the youth parents if they were willing to contribute toward the Youth Minister over and above their annual pledge. Other parishioners without children may also be interested in this cause. The Vestry felt there has been miscommunication on the compensation for a new Youth Minister. Currently, the Vestry is considering a \$50,000+/- salary plus benefits. We would pursue a 3-year contract with the new Youth Minister.

Rev. Pat heard through the grapevine that folks are saying they are not permitted to make announcements on Sunday. She asked the Vestry to help clarify how announcements can be made since this is not the case. The process is documented in the bulletin each Sunday. Rev. Pat needs to receive proposed announcements by Tuesday prior to the desired Sunday. Announcements should be concise and clear.

Canon Massey is on sabbatical until the end of May. Once she returns, she will meet with the Search Committee to estimate how much longer Rev. Pat will be with us. Rev. Pat announced she is looking for other positions now so that smooth transition can occur.

The Pilgrimage to the National Peace and Justice Memorial with 4 St. Augustine students has been cancelled due to cultural and generational differences between the members from our church and the 4 St. Augustine students. The Rev. Nita Byrd from St. Augustine's has been very helpful. Rev. Pat was very impressed with the students. We have returned the \$1500 scholarships to the Diocese. A future trip may be planned but with more sensitivity toward the timing (not near graduation and exams).

Rev. Pat's Rector Report also included a Parish Nurse Proposal from parishioner Tristen Carpenter. Rev. Pat has worked with 2 other churches that had a Parish Nurse and it would be a wonderful addition for us at CGS. A Parish Nurse works in a variety of ways to improve the medical health and wellness of our congregation. Mrs. Carpenter presented a strong proposal and resume. She will work on a volunteer basis and hopes to train other nurses as well. Mrs. Carpenter has offered to take the Foundations of Faith Community Nursing offered through the Westberg Institute of Faith Community Nursing. She will seek grants to cover the expense, expected to be between \$250-\$500. Rev. Pat would like to use the Rector's Discretionary Fund to cover any remaining costs. Van made a motion to accept Mrs. Carpenter's proposal to start a Faith Community Nurse ministry at CGS. Jan seconded the motion. Motion passed.

Associate Rector's Report

Rev. Cheryl reported that we have a new nursery staff. Rhonda Towns will be the nursery coordinator. Brie Baily and Parker Moody will join her as regular nursery teachers and Taylor Wolfe will serve as our regular substitute. We had 13 youth nominated to serve on the Youth Council and 7 were elected. Rev. Cheryl expressed gratitude for the donations for the Red Carpet night. On May 19th, we will recognize the adult education, Bible study, and youth ministries.

We will be asking for \$10 per attendee for this year's youth Mission Trip. We will also need some funds from the chaperones. The Mission Trip will be to New Bern and will be Sunday, June 16 through Friday, June 21. The EYC will continue to meet over the summer at Nan and Jack Boyne's home.

Special Recognition was given to the Vestry members who completed the SAFE Church training: Caryl Fuller, Sheldon Smith, Maggie Fyfe, and Van Giersch.

The Stormwater Project will begin next month. We have received the green grant of \$5,000 from the Diocese. We have not yet received the matching grant from a parishioner. Sheldon Smith will follow up.

Good News! Rev. Cheryl announced the children and youth of the CGS raised enough funds through the Lenten offering to buy 1 goat for Heifer International. Caryl Fuller matched their gift, so we were able to buy TWO goats.

Finance Report (A copy is attached and included as a part of these minutes)

Caryl Fuller presented the Financial Recap for April 2019. We have a positive cash flow year-to-date. The Shepherd's Vision account has a \$12,682 balance as of April 30, which will only fund 3 more interest payments on our PLC loan. We will begin posting the financial reports to the website prior to Vestry approval. Also, the 2018 financials will be shown for comparison purposes to 2019.

There were 5 violations from the recent Fire Marshall inspection of our buildings and an accompanying \$3,000 fee. Some violations have been addressed and other corrective work will be finished by May 30, which is the date of re-inspection by the Fire Marshall.

A motion was made by Van to accept the April Recap as presented. Jan Harris seconded the motion. Motion carried.

Prior to moving to the other reports, the Vestry discussed the Financial Way Forward report submitted by Jack Boyne and Jamey Bass. The working team also includes Maggie Fyfe and Duke Fentress. The purpose of the team is to develop a capital and operations campaign to support the new Rector's ministry and our future growth. The goal is to get through 2019 and 2020 budget years. Future funds are expected at the end of 2020. The team would like to have a congregational meeting to discuss our finances. After much discussion regarding dates, it was settled to have the meeting on Sunday, June 9th, Pentecostal Sunday. Other discussions then centered on the presentation itself. The team felt the presentation should be focused and look at the next 3 years. Van stated we suggested we look at the whole health of the parish without getting too detailed. Ed suggested we ask parishioners to pledge 50% of their annual pledge, as an additional pledge. The Vestry recognized this was a big request. Jamey stated that in general, people will give based on a formula or perhaps a known need. Jan suggested we start putting articles in the newsletter to build enthusiasm. Rev. Pat also recommended the Vestry make personal contacts so that attendance will be high. If personal calls are made, it was suggested a script be developed.

Caryl asked if we could have only one service that Sunday, to show the importance of this meeting and also to assist in having a high attendance. Rev. Pat agreed to only have a 9:00am service. Van, Ed, Maggie and Caryn will handle the food logistics. Rev. Pat also suggested we have members tell their personal stories of what the CGS means to them. Other topics that might be discussed are an update from the Search Committee, and for a Youth Minister.

Senior Warden's Report

No report submitted.

Junior Warden's Report (A copy is attached and included as a part of these minutes)

Jan Harris' written report recapped the tasks completed since the last Vestry meeting and the tasks that should be completed in the coming month. Aiden Moody will be working on the Rain Garden for his Eagle Scout project. Jan presented the new Event Contract for the Shepherd's Hall rentals by Lily Rose Events (LRE). The contract has been reviewed and edited by attorney Will Cherry, a parishioner. Rev. Pat asked why CGS had to sign the event contract. She is concerned about the CGS's liability if we are a signor to the contract. Lily Rose Events and CGS will have a separate contract. Jan will contact Will Cherry to obtain his thoughts on why he added CGS as a signor. Rev. Pat stated the other terms of the event contract were acceptable. Jan moved that Event Contract be accepted subject to the signature issue being resolved. Maggie seconded the motion. Motion passed.

The proposed Shepherd's Hall rental fees were discussed. Much of the discussion centered on the wedding ceremony fees. The question was raised whether the \$1200 sanctuary fee truly included the organist, sexton and crucifer. The answer was that it did. Further discussion involved the rental fees for non-parishioners. Ed suggested the fee be raised to \$3,500-\$5,000. Rev. Pat consented to using our facilities for outside weddings, however, participants would need to provide their own clergy. CGS clergy will only officiate for parishioners. Non-parishioner weddings may follow different customs, which would need to be approved by CSG.

The Vestry agreed that even though the fees were tied to a certain number of hours, shorter time rentals would not receive a reduced fee. Jack made a motion that the Rental Fees be accepted as presented but an additional paragraph for outside weddings must be added. Van seconded the motion. Motion passed.

Christian Formation Report (A copy is attached and included as a part of these minutes)

Maggie Fyfe reported the committee will meet for the first time on May 21. No further information at this time to report.

Business/Administration Report

No report submitted. Ed thanked Randy Coupland and Caryl Fuller for their work on the operations of the CGS. Maggie asked if we could have a Volunteer Spotlight in the newsletter, perhaps once a month. The Vestry was receptive to this idea.

Fellowship Report (A copy is attached and included as a part of these minutes)

Van reported the Mike Beard Annual Pig Picking was a success with 78 people attending. The committee members will review the comments made so that next year's event will be even better. The event came in under budget.

Leadership Report

No report submitted as Kevin LeCount has been recovering from illness.

Membership Report (A copy is attached and included as a part of these minutes)

Michael Springston reported he met with Lifetouch regarding a new church directory. He suggested we solicit interest of the congregation for a new directory. Rev. Pat suggested Rally Day might be a good opportunity for pictures. Other details can be found in his report.

Mary Beth Fee Center Report

Refer to the Pastoral Care report.

Outreach Report

No report submitted.

Pastoral Care Report (A copy is attached and included as a part of these minutes)

Sheldon reported that Molly Propst is the new Pastoral Care Coordinator and Joe Aldridge is the Volunteer Coordinator. The Mary Beth Fee Pastoral Care Center committee met April 23. During the meeting, the committee recommended 2 new lay people be added to the committee. Another topic was the pastoral care emergency contact process for the clergy. Cell phones are currently used and this process is working. We previously had an "on call" phone line but it was discontinued due to non-use.

Rev. Cheryl added the following pastoral care events had occurred since the last Vestry meeting:

21 meals delivered

35 parishioners received Eucharist visits

30+ clergy visits

Stewardship

No report submitted. Jack is meeting with Frank Fee later this month.

Search Committee update

Jan reported the Search Committee will have its first ZOOM video interview tomorrow. Video interviews will precede any face-to-face meetings.

Worship/Liturgy (A copy is attached and included as a part of these minutes)

Caryn Meade stated the next meeting of her committee would be May 19. She is still working to form a Funeral Guild. Karen Sommerville has agreed to lead with the help of committee members. Rev. Pat developed a funeral book for use by the committee.

Old Business

There was no old business

New Business

Rev. Pat stated we had two recent security issues. Last Sunday a parishioner's wallet was stolen during the service. She was sitting in the East transept. Also, Leon Crosby, our Facilities Manager, found the door next to the Sacristy open and unlocked. It was thought that maybe someone from the "Beyond Our Doors" (BOD) group unlocked it for a later entry for a place to sleep. Rev. Pat will ask the BOD leaders to be more watchful.

Rev. Pat requested all committee heads and Vestry leaders submit their dates for the coming year for events, etc., to her and/or Kirk by June 1st, so that we are not setting up conflicts for time or space for these events. The suggestion was made to post a master calendar somewhere, e.g. on the bulletin board by the elevator.

Adjournment

A motion was made by Van to adjourn the meeting at 8:36pm. Seconded by Jamey. Motion carried and the meeting was adjourned.

Respectfully submitted,

Cle E. Newsom

Cle E. Newsom
Registrar