

The Church of the Good Shepherd



MEETING OF THE VESTRY

August 2020

MEETING PACKAGE

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Church of the Good Shepherd Vestry Meeting Agenda, August 2020

August 17, 2020 / 6:00pm / Zoom

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| I. | Opening Prayer and Devotion (4 minutes)
<i>Rev. Imogen Rhodenbiser</i> | 6:00-6:04 |
| II. | Approval of June Minutes and July Meeting Agenda (2 minutes) | 6:04-6:06 |
| III. | Rector's Report (5 minutes)
<i>Rev. Imogen Rhodenbiser</i> | 6:11-6:16 |
| IV. | Interim Associate Rector's Report (5 minutes)
<i>Mo. Joyce Cunningham (not available, but report will be included)</i> | 6:16-6:21 |
| V. | Senior Warden Report (5 minutes)
<i>Boyne</i> | 6:21-6:26 <i>Jack</i> |
| VI. | Junior Warden Report (5 minutes)
<i>Jan Harris</i> | 6:26-6:31 |
| VII. | Treasurer's Report (5 minutes)
<i>Caryl Fuller, Jamey Bass</i> | 6:31-6:36 |
| VIII. | Approval of Financial Audit Report (included in vestry package)
<i>Jamey Bass/Jack Boyne</i> | 6:36-6:41 |
| IX. | Online/In-Person Worship – Debrief and Discussion (10 minutes)
<i>Rev. Imogen Rhodenbiser</i> | 6:41-6:51 |
| X. | Vestry Committees – Reengagement Discussion (10 minutes)
<i>Jack Boyne</i> | 6:51-7:01 |
| XI. | Partnership Updates – CLS, RBC, RMC, Growing Together Preschool
<i>Rev. Imogen Rhodenbiser/Jack Boyne</i> | 7:01-7:06 |
| XII. | Nominate Additional Delegate for Diocesan Convention
<i>Rev. Imogen Rhodenbiser</i> | 7:06-7:16 |
| XIII. | Parish Calls/Phone Tree
<i>Jack Boyne/Jan Harris</i> | 7:16-7:21 |
| XIV. | 2021 Vestry Nominations
<i>Jack Boyne/Jan Harris</i> | 7:21-7:26 |
| XV. | Closing Prayer (4 minutes)
<i>Rev. Imogen Rhodenbiser</i> | 7:26-7:30 |

Minutes of the July 2020 Vestry Meeting

THE CHURCH OF THE GOOD SHEPHERD

VESTRY **ZOOM** MEETING

Monday, July 20, 2020

Vestry Members Present: Jack Boyne, Jan Harris, Christie Barbee, Maggie Fyfe, Anna Howard, Caryn Meade, Chas Sharp, Michael Springston, Sheldon Smith, Rob Zucker, Cle Newsom-Registrar.

Absent: Jamey Bass
Kevin LeCount
Caryl Fuller, Treasurer

Clergy and Staff Present: The Rev. Imogen Rhodenhiser
The Rev. Joyce C. Cunningham
Kirk Royal, Parish Administrator

The meeting was called to order by Rev. Imogen Rhodenhiser at 6:10pm.

I. Opening Prayer:

Rev. Imogene read from Thomas Merton's *The Seven Story Mountain*, originally published in 1948. Imogen's key point is that people are depending on your perseverance. The book is a spiritual autobiography of the author's initial struggle to become a Trappist monk.

II. Approval of the May Minutes

A motion was made by Jan Harris to approve the June minutes. Seconded by Anna Howard. Motion carried.

III. Rector's Report (Verbal)

Rev. Imogen participated in a silent retreat at the Valle Crucis mountain hermitage last week near Boone, NC. She described her experience as fruitful and is grateful for the staff and Vestry at CGS (and her husband, Giles) for supporting this time of seclusion to pause, reflect and commune with God.

IV. Interim Associate Rector's Report (Written report attached and made a part of these minutes)

Rev. Joyce's report starts on page 9 of the meeting package provided prior to this meeting. In addition to the report, she noted the Diocese has approved a proposal to allow Columbarium visits prior to Phase 3. Leon and/or Christie Barbee will need to be present when people are visiting the Columbarium during the pandemic.

V. Senior Warden's Report (Written report attached and made a part of these minutes)

Jack Boyne's report starts on page 7 of the meeting package provided prior to this meeting. The contract has been finalized with Campbell University Law School to use our space for fall classes. Thanks to Rev. Imogen, Jr. Warden Jan Harris, and Will Cherry for working on the contract. A protocol to manage the flow of Campbell personnel has been developed: Access from the outside to the Shepherd's Hall will be limited to glass entry doors between the sanctuary and the Parish Life Center, and students will be directed to move toward the elevator/elevator stairs to reach the 3rd floor. This planned route will minimize potential contact with our staff.

VI. Junior Warden Report (Written report attached and made a part of these minutes)

Jan's report starts on page 8 of the meeting package provided prior to this meeting. Two approvals are needed from the Vestry as noted in detail in the report.

Motion #1 made by Jan to 1) proceed with the repairs and painting in the 1st Floor Gathering Room, 2) gratefully accept Elizabeth Gant's offer to repair and reupholster the room's furniture and 3) to wait on the floor covering and trim until a later date. Seconded by Anna. Motion carried. We anticipate the carpeting cost will be approximately \$5,000. Carpet tiles may be a better option and will be explored.

Motion #2 made by Jan to approve payment of \$2,851.78 to Stained Glass Associates, Inc. to repair the lower portion of the left hand stained glass window on the church's front porch. Sheldon Smith seconded the motion. Motion carried. Please note our insurance policy's deductible is \$3,000.

VII. Treasurer's Report (Written report attached and made a part of these minutes)

Neither Jamey Bass nor Caryl Fuller were able to attend. The Vestry was referred to the Finance Committee Notes and Treasurer's Report in the meeting package. Jack reported the church is in good financial health thanks to the generosity of our parishioners. Pledges for June exceeded the budget by \$12,000. Expenses

have been managed well by clergy and staff. The Finance Committee recommended that we not take the initial trust draw as scheduled. At this time, the funds are not needed and can be taken later, if necessary.

The Audit Report was presented, and is a part of the meeting package. Jack made a motion that based on our auditor's advice; the CGS continue to use the cash basis of accounting instead of the accrual method. Anna seconded the motion. Motion carried.

VIII. Community Partnership Possibility: Growing Together Preschool

Rev. Imogen presented a partnership opportunity with Growing Together Preschool (GTP). This preschool's mission is to provide free early childhood education for three- and four-year old children living in low income housing in downtown Raleigh. Kathy Boos, Director and Lead Teacher of GTP is a member of the Raleigh Mennonite Church, which tries to provide a teaching assistant through its Service Adventure program. A bus will pick the children up and deliver them to the preschool for afternoon learning; 1:00pm to 5:00pm. The bus will then deliver the children back home. Rev. Imogen discussed renting making our nursery area available to the GTP, and Ms. Boos was delighted from her tour of our facilities. The Vestry was excited about the prospect of being involved with young children and aiding their education. Caryn asked how many children might be involved and the answer was 8-10. As we have done with other groups, the cleaning responsibilities need to be ironed out. No decision was made during this meeting.

IX. Discussion/Vote: Redecorating First Floor Gathering Space

This vote was taken and approved earlier in the meeting, as discussed above.

X. Discussion/Vote: Raleigh BoyChoir Rental Proposal

Just prior to our Vestry meeting, Jack provided the proposed Key Agreement Terms for the use of our church by the Raleigh BoyChoir (attached). They would use the second floor and share the office with our CGS Director of Music Ministries. Will Cherry will review the lease agreement. Anna made the point that leasing policies and terms should be consistent with our partners. Rev. Imogen discussed the differences of renting building space versus taking care of our neighbors. A motion was made by Maggie Fyfe to approve the terms stating in the Key Agreement Terms document and Rob Zucker seconded. Motion carried.

XI. Closing Prayer

Rev. Joyce shared an inspirational and uplifting video of the song "Turn Your Eyes Upon Jesus" performed by 3 African American gospel singers, Loyiso Bala, Neville D and Ivan Siegelaar. The link is:

<https://www.youtube.com/watch?v=8bXF3PZcCGI>

Turn Your Eyes Upon Jesus

Look Full in His Wonderful Face

And the Things of the Earth

Will Grow Strangely Dim

In the Light of His Glory and Grace

The Vestry members were touched by the words, voices, and instruments.

Anna made a motion to adjourn and Jan seconded. The meeting was adjourned at 7:32pm.

Respectfully submitted

Cle E. Newsom

Cle E. Newsom

Registrar

Senior Warden's Report

Senior Warden Report

August 2020

Note: Most in-person activities at the Church of the Good Shepherd have been curtailed since March 12, 2020, due to the Covid-19 pandemic. During the shutdown, the Vestry has continued to hold monthly informal check-ins, as well as its regularly scheduled monthly meetings using video conferencing.

Meetings

- Rector's weekly staff meetings
- Wardens meeting
- Finance Committee Meeting
- Endowment Trust Meeting

Campbell University Law School

Final arrangements were made with Campbell Law School, including a protocol to facilitate the safe movement of students in/out of the PLC. Many thanks to Dave Roten for his expert assistance in addressing the audio/visual equipment in Shepherd's Hall ready for the law school's use.

Raleigh Boychoir (RBC)

The RBC has been notified of the vestry's approval of the general terms of our collaboration and are very appreciative of the support received from Good Shepherd. We will develop a lease agreement over the next few weeks to solidify this partnership.

Raleigh Mennonite Church (RMC)

We have received a template of RMC's previous lease agreement and will use this to help draft a new lease agreement for our partnership at Good Shepherd.

Afternoon Preschool Opportunity

We are exploring an opportunity to provide space for an afternoon preschool program serving families with limited resources. Kathy Boos, Director and Lead Teacher of *Growing Together Preschool* and a member of the Raleigh Mennonite Church, will lead this effort should we decide to move forward.

Online Worship

We are continuously seeking ways to improve the impact and quality of our online worship experience, thanks to the hard work and creativity of our clergy, staff and parishioners. Special thanks go to Kirk Royal (video editor) and Craig DeShong (videographer) for their faithful efforts.

Finance

Finances for the month of July and YTD have been remarkably good, considering we've had no in-person worship for nearly 5 months. Our pledge contributions continue to be well above budget, which has helped overcome expected shortfalls in our General Offering. We elected not to take a budgeted draw of \$25K from CGS Trust in July, which negatively impacted our month and YTD revenue. Our expenses continue to be below budget. Net cash flow was slightly down for July, but significantly up YTD.

Endowment Trust

The CGS Endowment Trust funds have responded well since the 1st Q report. The auditor's report was approved by the Trust committee and will go to the Vestry for approval during our August meeting.

Faithfully submitted,

Jack Boyne, Senior Warden

Junior Warden's Report

Jr. Warden Report – August 2020

Meetings attended:

Weekly CGS Staff meeting

Monthly Rector & Wardens meeting

Weekly Diocesan Reopening meetings

With Campbell Law representatives to go over our expectations for student traffic flow within our building and to distribute 3 exterior PLC keys for their use thru November.

Projects:

Stained glass window on church porch – company has been contacted to repair, but has had a delay on beginning the repair – should be within a few weeks.

Worked with others across the Diocese to create a document to aid churches with reopening planning and supplies.

Expect to begin work on Emergency/Disaster Plans in the next 2 weeks.

Jan Harris

8/13/20

Interim Associate Rector's Report

Parish, Worship, and Liturgical Life

- Presided or preached in videotaping of Sunday Morning Prayer
- Presided at weekly Wednesday Evening Prayer via Zoom
- Held Outreach Committee team meeting; David Stroud has volunteered to be the Chair of this committee
- Held CGS ONE Wake team meeting; Grace Bullen Sved and Morgan Vickery have volunteered to be the co-chairs of this committee.

Pastoral Engagements

- Provided pastoral care by telephone and socially distant
- Officiated the marriage of Kevin LeCount and Adam Harmless

Adult Christian Formation

- Completed the discussion of Spirituality and Racial Justice with Michael Curry – a video series
- Continued facilitation of discussion on *Living into God's Dream: Dismantling Racism in America (4 sessions)*
- Held Sacred Ground Facilitators meetings

Lynn Hoke, Carolyn Manley, Morgan Vickery and myself will be the co-facilitators of this spiritual formation offering. We will offer two Dialogue Circles – one on Wednesdays from 10:00 – 12:00noon and one on Thursday evenings from 7:00-9:00pm. The minimum for each Dialogue Circle is 6 people and the maximum is 12. Information links are now available in the weekly e-newsletter and registration is open. If there are slots open by early September, our thinking is to offer open slots to other churches. *Sacred Ground* is an 8-10 week video mini course exploring those parts of the history of the United States that contributed to systemic racism as one of the building blocks of this country.

Diocesan – I participated in the following via Zoom:

- Attended weekly Clergy / Lay calls focusing on relating Diocesan guidelines for operating in time of pandemic
- Attended Diocesan Clergy of Color meeting
- Co-facilitated a pilot of the online Diocesan training: *Dismantling Racism. Reclaiming Our Baptismal Promises.*

Wider Community

- Attended ONE Wake Countywide Leaders meeting

- Preached at St. Augustine’s Episcopal Church in Newport News, VA. via Zoom. This is the church in which I grew up.

Personal Development / Education

- Spiritual Direction
- Attended webinars on:
 - Becoming Beloved Community NOW – Truth and Justice
 - Preaching to the Vocal Opposition
 - Anglican Social Ethics and the Search for Justice

Look Ahead

- Adult Christian Formation Team Formation – scheduled for September 3rd from 6:30 – 7:30
- Continue forming Outreach / Faith in Action Committee and Pillar committees
- Have information and training meeting with CGS ONE Wake team, the CGS wider community, and the ONE Wake / IAF organizer
- 2 weeks of vacation in August

Respectfully submitted,
The Rev. Joyce Corbin Cunningham
15 August 2020