

The Church of the Good Shepherd



MEETING OF THE VESTRY

July 2020

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# Minutes of the June 2020 Vestry Meeting

## THE CHURCH OF THE GOOD SHEPHERD

### VESTRY **ZOOM** MEETING

Monday, June 15, 2020

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

**Absent:** Jamey Bass  
Caryl Fuller, Treasurer

**Clergy and Staff** The Rev. Imogen Rhodenhiser

**Present:** The Rev. Joyce C. Cunningham  
Kirk Royal, Parish Administrator  
Dwayne Holloway, Director of Music Ministries (first part)

The meeting was called to order by Rev. Imogen Rhodenhiser at 6:05pm.

#### **I. Opening Prayer:**

Rev. Imogene read from Henri J. M. Nouwan's *Can You Drink the Cup?* as our opening prayer. She spoke of community, and the metaphor of drinking from the cup. By sharing our disappointments we may be a source of healing for others.

#### **II. Approval of the May Minutes**

A motion was made by Jan Harris to approve the May minutes. Seconded by Chas Sharp. Motion carried.

#### **III. Endowment Trust Committee Vote**

The Vestry discussed adding Margaret Davis to the Endowment Trust Committee. Maggie Fyfe made the motion and Jan Harris seconded to appoint Margaret to the Endowment Trust Committee. Motion passed.

#### **IV. Redecorating the Choir Café/First Floor Gathering Space**

Jan started the discussion by noting that the Gathering Space room needs updating, including paint. The choir has been moved upstairs to allow for a gathering place after our Sunday services. This is an ideal time to redecorate the room. Elizabeth Gant has offered funds to pay for the repairs and reupholstering of the furniture.

Using his phone camera and walking around the Gathering Space room, Dwayne was able to show the Vestry the new suggested fabrics for the sofa and 4 wing chairs. He suggested using a wood tone for the crown molding. The Vestry will vote on the full proposal next month after consulting with the Building & Grounds committee.

#### **V. Rector's Report (Verbal)**

Rev. Imogen is delighted and grateful for our parish staff, who care for one another and help each other. Rev. Caleb Tabor will preach his last sermon on June 28<sup>th</sup>. As of this date, NCSU is planning to start classes in August, so his focus will be with the students. She announced that Rev. Nancy Allison would be preaching at next Sunday's service, May 24<sup>th</sup>. Rev. Nancy's bible study classes may start soon.

Bev McTaggart announced that she would retire effective July 1 as Membership and Wedding Coordinator. Rev. Imogen read portions of Bev's letter.

Rev. Imogen and family have purchased a home in Raleigh. She is now eligible for the housing allowance previously approved and budgeted. Section 107 of the Internal Revenue Code allows ministers to exclude from gross income (in computing federal income taxes) a church-designated allowance as part of their compensation to the extent used for actual expenses in owning or renting a home. Anna Howard made a motion to approve a housing allowance to Rev. Imogen. Jan seconded. Motion Passed.

#### **VI. 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. She further discussed the housing needs of someone known to the Vestry. A few suggestions were offered.

#### **VII. Senior Warden 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. In addition to the written report, he wanted to thank Christie Barbee for her efforts for our first in-person picnic in Fletcher Park.

#### **VIII. 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. There were no additional comments.

#### **IX. 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. There were no questions.

#### **X. Update on Campbell Law School Rental**

Rev. Imogen and Jack led this discussion. Further details can be found on page 7 of the meeting package. Parishioner Rich Leonard, Dean of the Campbell University's Norman Adrian Wiggins School of Law approached CGS to rent Shepherd's Hall for the fall semester for classes. They will bring in their own large screen, but wish to use our audio video equipment. They have submitted a lease, and we have made revisions based on advice from parishioner Will Cherry. The lease provides for a lease period of August through the Thanksgiving holiday for \$20,000. The classes will be for 60± first year students. Social distance must be observed.

The Vestry had concerns regarding the cleaning that would be necessary between classes and at the end of the day. The Vestry suggested the cleaning expense be included in the lease. There was also concern about access into the building, and the security maintenance that would be needed. Future negotiations would address these issues. The current plan is to have two classes, morning and afternoon. Anna made a motion to move forward with the partnership for the fall 2020 session. Chas seconded. Motion passed.

#### **XI. Follow-up Discussion: One Wake Proposal**

Maggie began the conversation by recapping the meeting with One Wake leadership last week. There was a nice representation of parishioners who were interested. The organization is broad based with 36 institutions across many denominations and faiths. Some viewed One Wake as a "complement" to the Sure Foundation; a way to invest in the future of the community.

Caryn Meade asked if we would still have sufficient Outreach Funds? Rev. Imogen noted that we do have sufficient funds and does not think One Wake will affect funding for other outreach projects such as Beyond Our Doors or the Shepherd's Table. The Diocese of NC has contributed \$5,000 to this organization for COVID related efforts. Rather than appropriating "last minute" emergency funds, One

Wake is positioned to help more people prior to an actual emergency by being proactive in several key areas, including education, employment and housing. By joining One Wake, CGS will have an opportunity to increase our overall impact by working closely with neighboring churches.

Anna liked “taking the slow route” instead of crisis management, and that “building relationships over the long haul” would benefit our community. She is thinking of how we can bring One Wake into the CGS community so that more parishioners have an opportunity to participate, should they desire to do so. Rev. Joyce said other churches have been able to have more and more of their parishioners attend One Wake meetings. She suggested we form an outreach team who can listen to people and their needs.

Jack stated that in the beginning he was leaning against it, as it might represent an ongoing financial commitment we could not fund and because it is not clear about the metrics used to measure success. One Wake does not endorse candidates but works to provide input from the community on their key topics of interest. The organization is fairly new, with its official launch date of May 2020, but has been organizing itself for the past 3 years. One Wake has applied for its IRS 501(c)3 status, but has not yet received it. Our financial commitment in 2020 is .5% of our budget (~\$4,000) and for 2021 it will be 1.0% of our budget (~\$8,000).

Kevin LeCount made a motion to approve joining One Wake. Sheldon Smith seconded. Prior to the vote there was discussion on whether to make this a one-year commitment. Anna proposed an amendment to the original motion to include a separate line item in our budget for One Wake under Outreach. Chas seconded the motion. However, it was further discussed that our annual budget review and approval process would be the right time to analyze whether we want to continue supporting One Wake. The initial motion to join One Wake was passed.

## **XII. Update on Reopening CGS Planning Team**

The current committee members are Jan Harris, Dwayne Holloway, and David Stroud. Due to the recent increase in Coronavirus numbers, the Vestry decided we should cancel the planned July 19<sup>th</sup> in-person picnic. A report from the committee will be forthcoming in the next few days.

## **XII. Raleigh Boys Choir Rental Proposal**

The Raleigh Boys Choir has recently decided to sell its existing property and has renewed its desire to partner with CGS to host their weekly rehearsals. The RBC will need office space as well as rehearsal space. The proposed rent will be \$500 per month. The Vestry is concerned about the extra cleaning required, but is very interested in working with this group to house their activities.

Rev. Imogen and Jack stated they would work out the details, and appreciated the Vestry's questions. Additional questions should be forwarded to Jan, who will forward to Dwayne Holloway. The Vestry will vote on this at the July meeting.

#### **XIV. Closing Prayer**

Several members of the Vestry and clergy took this time to express their pain during this time of racial unrest. Rev. Imogen thanked Rev. Joyce for putting together the movie series showcasing African-American history. Prayers were requested for all of the Vestry members and clergy.

For our closing prayer, Rev. Joyce read from John Wesley's quote:

Do all the good you can,

by all the means you can,

in all the ways you can,

in all the places you can,

at all the times you can,

to all the people you can,

as long as ever you can.

The meeting was adjourned at 8:12pm.

Respectfully submitted

*Cle E. Newsom*

Cle E. Newsom

Registrar

# Senior Warden's Report

## Senior Warden Report

July 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
- Informal Vestry Check-in meetings
- Finance Committee Meeting

### Campbell University Law School

Much of the past month was spent in discussions with representatives from Campbell Law School to execute and implement an agreement to lease Shepherd's Hall to accommodate their class activities during the fall semester. A contract was finalized with the help of the Rector, Junior Warden, and Will Cherry and several interactions with Campbell Law School, who will use our facility from August 1 to November 25, at \$5,000 per month (\$20,000 total).

### Raleigh Boychoir (RBC)

A proposed "Key Points" document was prepared with Junior Warden regarding the potential use of the Duncan-Giersch Parish Life Center by the Raleigh Boychoir, which has placed their current property up for sale. This document will be reviewed at the July vestry meeting where we will vote on this proposal.

### Raleigh Mennonite Church (RMC)

Our Rector has also continued to have discussions with Pastor Melissa Florer-Bixler regarding this partnership, which has been approved by the vestry. We will soon begin drafting a lease agreement.

### Finance

Our members continue to support the operation of our parish through their pledges and other offerings, such that we have maintained a positive net cash flow through the end of June. Pledge payments were

\$13K and \$31K above our June and YTD budget, respectively – which is outstanding, given the current circumstances. However, our General Offerings were \$1K and \$21K below June and YTD budget. Expenses are running below budget for the month and YTD. We are blessed to have this financial support from our parishioners and sound financial stewardship from our staff, vestry and clergy.

Faithfully submitted,

Jack Boyne, Senior Warden

## Junior Warden's Report

Jr. Warden Report – June 2020

- Attended meetings, predominantly by Zoom, for Wardens & Rector, Vestry check-in, Diocesan Reopening, Finance and Building & Grounds
- **ITEM REQUESTING VESTRY VOTE:** Refurbishing of the 1<sup>st</sup> Floor Gathering Room.  
It is the recommendation of the Building & Grounds Committee, and I make the motion, to:
  - Proceed with wall repairs and painting as presented by Dwayne Holloway at our June Vestry Meeting.
  - Gratefully accept Elizabeth Gant's generous offer to repair and reupholster the room's furniture.
  - To wait on both the trim and the floor covering for this space until a later date.The cost of the wall repair and painting are expected to come in under \$1,500. From the initial discussion with Dwayne, our understanding was that he feels he can solicit money for the up-fit of this room from parishioners. The committee felt that these donations would likely not affect present or future pledges - the funding piece being up to the direction of the Vestry.
- **ITEM REQUESTING VESTRY VOTE:** The lower portion of the left hand stained glass window on the church's front porch has been compromised. The cover glass was broken and the stained glass itself sustained damage. We have received a quote from Stained Glass Associates, Inc. in Knightdale, NC to replace the cover glass and repair the stained glass. This is a company we have worked with over the years and with which we have been pleased. The quote for the work is \$2,851.78. Mike Strickland is the gentleman we are working with and he has said the repair/replacement will take about 3 weeks. They will remove the lower stained glass portion and take it to their shop where glass will have to be hand painted to match what was damaged – the goal, of course, to not be able to see what was replaced/repainted. This repair has been taken to the Building & Grounds Committee and approved by email vote on 7/15&16/20.  
I make a motion to accept the quote from Associated Stained Glass Associates, Inc. in Knightdale, NC to repair the stained glass and replace the cover glass on the damaged window.

- Worked with Sr. Warden of the Raleigh Boychoir Agreement points for Vestry consideration.
- In July/August I expect to work with Carolyn Manley and hopefully Tristin Carpenter on the beginnings of a comprehensive Disaster/Emergency Preparedness plan for CGS. If there are others on the Vestry interested in helping with this please let me know.

Jan Harris

7/14/20

## 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
- Read story for VBS storytime
- Held introductory Outreach Committee formation meeting
- Met with Director of Shepherd's Table to discuss moving door

### Pastoral Engagements

- Provided pastoral care by telephone and socially distant
- Had several discussions about a parishioner in need of safe lodging

### Adult Christian Formation

- Facilitated Spirituality and Racial Justice with Michael Curry – a 4 session video and discussion series
- Facilitated discussions on the following:
  - *The Gift of Being Yourself* by David Benner (2 sessions)
  - *Living Into God's Dream: Dismantling Racism in America* (2 sessions)
  - *Film Discussions on Race*
    - *Just Mercy*
    - *13<sup>th</sup>*
    - *Selma*
- Planning meeting with Lynn Hoke on *Sacred Ground* – 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. Three CGS people have agreed to be co-facilitators. The plan is to begin offering this course starting in mid-September.

**Diocesan** – I participated in the following via Zoom:

- Attended twice weekly Clergy / Lay calls focusing on relating Diocesan guidelines for operating in time of pandemic
- Attended two *Dismantling Racism* Facilitators meetings. The Bishops have asked that we move this training online.
- Attended annual Pauli Murray service hosted by St. Titus

### **Wider Community**

- Met with ONE Wake organizer to discuss next steps Introduction to ONE Wake meeting
- Attended ONE Wake
  - Countywide Leaders meeting
  - Clergy meeting
  - Strategy session on Voter Turnout
- Attended ONE Wake's Institutional Leaders' meeting
- Attended Habitat for Humanity Leap of Faith home dedication

### **Personal Development / Education**

- Spiritual Direction
- Attended webinars on:
  - Spiritual Communion
  - From Empathy to Engagement
  - Re-imagining Policing with Province IV bishops (2 sessions)

### **Look Ahead**

- Adult Christian Formation Team Formation
- Book Studies
  - Complete *Living Into God's Dream: Dismantling Racism in America* by Catherine Meeks
  - *Dream of God* by Verna Dozier
  - Bible Study – Philippians
- Continue forming Outreach / Faith in Action Team
- Form ONE Wake Core team
- 2 weeks of vacation in August

Respectfully submitted,  
The Rev. Joyce Corbin Cunningham  
20 July 2020

# Outreach Ministry Report

## Outreach Committee Report

Two major things happened in terms of outreach since our last meeting:

In June, Maggie was able to attend our first ONE Wake meeting as a member parish. This meeting was to begin the launch of our non-partisan get out the vote campaign. We will be working on two areas in the coming weeks:

- Ensure that 100% of eligible voters in our institution are registered to vote, and successfully vote;
- Work with the leaders of one outside organization with whom we are already in relationship (block club, soccer league, PTA, etc.) to accomplish the same goal of 100% registration and voting;

On July 9<sup>th</sup>, Mother Joyce chaired our first organizing meeting for our outreach committee. It was a huge success and we now have the following individuals involved in the following areas:

### Core Team

Harry Johnson

David Stroud

Jennifer Sieger (and on any pillar team where she may be needed)

Sharon Booth

Carolyn Manley

Mary Grace Mzyk (?)

### ONE Wake

Morgan Vickery

Grace Bullen Sved

Judi Mathis

### Benevolence / Beyond Our Doors

Gerard McNeil

Jeff Whitaker

### Advocacy

Morgan Vickery

Christie Barbee

I have also had notes of interest from several other parishioners. It is indeed an exciting time.