

## All Saints' Episcopal Church

Regular Vestry Meeting Minutes  
April 20, 2020  
Via Zoom Conferencing

**PRESENT:** Lane Hensley, Interim Rector; Brian Hopper, Senior Warden; Gregg Free, Junior Warden; Cynthia Beeman; Matt Davis; Phil DeFalco; Darla Desormes-Smith; Kit Garven; Joe Lostracco; Carol Moczygamba; Jan Triplett; Sandra Kelley, Clerk; Patricia Goubil-Gambrell, Treasurer.

**ABSENT:** Robert Wells

**GUESTS:** Nancy Crichlow, Kelly Barnhill; Mary Ann & Garth Corbett; Ginny Garrard; Sherry Hill; Kay Hopper; Bridget Hyde; Mary & Tim Irvine; Lila Luce; Karen Mountain; Betsy Sammon; Charlotte Sullivan

**OPENING PRAYER:** The Rev. Lane Hensley

**MINUTES:** Sandra Kelley

The minutes of the March meeting were approved as presented after discussion

**RECTOR'S REPORT:** Lane Hensley

On-line worship is doing well with hymns for all to sing, proving a nice way to see each other. Smaller groups are using Zoom for meeting. Don Carlson is doing great work on-line with the youth. It is hard to imagine what and when it will look like when we are allowed groups of 10, then maybe 50 and upward. In the meantime, we are doing as well as can be expected.

**TREASURER'S REPORT:** Patricia Goubil-Gambrell

The Finance report presented by the Finance Committee was accepted and passed on voice vote.

**Endowment Status** from Ken Turlington (Terry McDaniel & Co. Investment Counsel): "Thanks to the rolling 13-quarter calculation, we would expect minimal impact on 2021 allowable distributions from any continued market weakness.

The 2019 audit process continues.

Status of Bookkeeper Position:

Anita has revised her retirement date to two weeks after the end of a pay period after the office has reopened. E.g., If office opened by May 15, she would retire on May 30.

The Finance Committee asked for the consideration and acceptance of two resolutions regard a potential compensation package for the new bookkeeper position:

**Resolution One:** Resolved that medical insurance be included in a version of the compensation package for the new bookkeeper.

- Rationale:
  - Attract professional, qualified candidate
  - Health insurance not taxable making part-time job more attractive
  - Current bookkeeper salary with no medical insurance: \$34,076
  - Cost comparison with lower per hour rate creates similar expense for ASEC

**Resolution Two:** Resolved that the Bookkeeper HR Committee be authorized to negotiate up to \$2000 over the defined compensation package of \$20/hour for 25 hours/week and health insurance.

	<b>Compensation Package— Higher hourly rate</b>	<b>Compensation Package— Lower hourly rate Health Insurance included</b>
<b>Hours</b>	25-hours a week	25-hours a week
<b>Salary</b>	\$20-\$30/hour	\$20/hour
<b>Health Insurance</b>	no	\$12,636
<b>Annual Cost</b> (based on 1300 hours/year)	\$26,000 (\$20/hour) \$39,000 (\$30/hour)	\$26,000 + \$12,636 = \$38,646
<b>Negotiating buffer</b>	no	\$2000 Would add \$1.50/hour

**Both resolutions passed on voice vote.**

**Pledge Campaign Status Report, as of:** 4/9/2020

	<b>2019</b>	<b>2020</b>	<b>comparison</b>
# pledgers	218	187	86%
total \$	\$ 743,154.00	\$ 609,199.00	82%
avg \$ per pledge	\$ 3,408.96	\$ 3,257.75	95%
<b>Changes so far for 2020:</b>	<b>#</b>	<b>Amt of CHANGE</b>	
No Change	56	-	
Decreased pledges	45	\$ (75,106.00)	
Increased pledges	58	\$ 38,070.00	
New pledgers	28	\$ 59,600.00	
		\$ 22,564.00	(net change in pledge balance from those who have responded)
Not heard from	59	\$ (155,523.00)	

The Finance Committee has done "due diligence" on the resources for financial support and relief available as a result of the Covid19 shutdown. At this time, the Finance Committee believes that ASEC does not need to apply for any of these resources based on our particular situation. The Finance Committee concluded that because current ASEC finances adequately cover our expenses, we want these other resources available for churches who could potentially go under.

## **DAY SCHOOL REPORT: Nancy Crichlow**

Day School of course is out of the building. On-line tuition payment has been made available. Five families have applied for assistance. Will continue to make plans for the next year.

## **JUNIOR WARDEN: Gregg Free**

1. Chapel: Continued with construction documents and estimates for steps and handrails for North entrance; 2. Chapel: Began process for restoration of stained-glass panel; schedule to be ready soon.

3. Met with sprinkler company to finalize bid for Phase I overhaul of system. This work has been completed and all existing parts of the system are now working; expansion of the system will begin in the near future.

4. Held 2 volunteer workdays on grounds renovation plus supervised landscapers for four additional days. Re-landscaped University Street frontage along ASEDs grounds, new sidewalk, steps and drive entry utilizing salvaged plants from Chapel beds. Many thanks to Ann Rutledge, Mimi Parris, Bert Meisenbach and Scott Brookhart.

## **SENIOR WARDEN: Brian Hopper**

### **Stewardship:**

No further activity. A few more pledges have trickled in, but we are still well below last year.

We really need to identify and staff a committee with a year-round vision of how we can best tap the financial resources needed for our future.

### **Committees and Governance:**

**Scholarship:** committee is formed. Waiting for a last few items to trickle in before we deliberate.

**Outreach:** New efforts currently on pause. Continuing work to support Loaves and Fishes and Friday efforts given their challenges with the new rules.

**Safety:** Safety committee work is paused.

**HR/Personnel** – work has carried forward on replacement for Anita.

**Nomination / Time and Talents** – The nominating committee has agreed in principle to meet to brainstorm towards long term succession planning. I am organizing a database to better track our time and talent, but it is still a work in progress. Please make a point of letting me or the other members of the committee (Robert Well, Cynthia Beeman, Gregg Free) who you think the untapped resources are in our community.

**Parish Life Committee** – Formation of committee currently on pause. Coordinate and make systematic all of our efforts for in-reach within the parish. Help clarify the vision and help all of the committees grouped within this umbrella to have the folks, and resources needed to make this work possible. Key focus for the initial work of this group – strengthening and coordinating outreach to visitors and new members.

**Parish Profile Committee** – paused until we can be face to face again.

### **Search:**

### **Updates to Mission/values statements**

Lisa Diane Etheredge, Becky Kester and Alicia Essary have begun leading this work in consultation with the Wardens. They have launched a program of consultation with the various ministry heads as well as begun to plan some parish wide activities. We had set an initial stretch goal of Easter, but the end of Face to face meetings is likely to push the deadline.

**NEW BUSINESS:**

Lane made some clarification to the email announcement on the departure of Cynthia Caruso. Using the term "mutual" was wrong, perhaps should have use a different term. In reference to talking with the Bishop, it is a requirement that the elimination of a position and departure of any clergy staff be reported. And to make sure that rules were being kept an HR lawyer was contacted with an explanation of all issues. Cynthia received a severance package that is privileged information. Cynthia is welcome to share any and all of the information.

The rector then opened the meeting to our guests indicating that questions would not likely have answers at this point. Most of the guests expressed their concerns, fears and lack of transparency in the timing of the Interim Rector's decision to eliminate the Associate Rector position and thereby terminating The Rev. Cynthia Caruso from the active staff. Details of the termination are not public knowledge and will only be at the discretion of Cynthia to reveal.

Adjourned 9:40 p.m.

Sandra Kelley  
Vestry Clerk