

All Saints' Episcopal Church

Regular Vestry Meeting Minutes
January 20, 2020

PRESENT: Lane Hensley, Interim Rector; Cynthia Caruso, Associate Rector; Brian Hopper, Senior Warden; Gregg Free, Junior Warden; Cynthia Beeman; Phil DeFalco; Kit Garven; Carol Moczygemba; Karen Mountain; Charles Stuart; Robert Wells; Kate Wood; Sandra Kelley, Clerk; Patricia Goubil-Gambrell, Treasurer.

ABSENT: Olga Garza; Robert Wells; Gary Thompson.

GUESTS: Matt Davis, Vestry-elect; Joe Lostracco, Vestry-elect; Jan Triplett, vestry-elect; Darla Desormes-Smith, Vestry-elect.
Anita Barrick, Bookkeeper.

OPENING PRAYER: The Rev. Lane Hensley

DEVOTIONAL: Karen Mountain

Shared a video by Robert F. Kennedy on the death of Martin Luther King, reflecting on MLK's faith, determination and courage.

MINUTES: Sandra Kelley

The minutes of the December meeting were approved as presented.

TREASURER'S REPORT: Patricia Goubil-Gambrell

The 2019 surplus in the December Financial report was explained by the bookkeeper as funds used to meet the early expenses of 2020. The December Financials were accepted on voice vote.

The Treasurer then presented the following in reference to the 2020 budget

- ASEC total expense budget for 2020 is \$1,189,238.43. This number includes the aspirational item of making the Music Director position full-time.
- After subtracting the expected Endowment reimbursements of \$260K, the expense budget is \$920K.
- Income to cover this budget includes pledges and non-pledge.
 - Pledge income for 2020 as of January 20, 2020 is \$592,253.
 - Non-pledge income consists of various items including non-pledged gifts, loose offering, community donations, Maxey Fund, building use, weddings; the estimate for this income in 2020 is \$197,224
- The difference between expenses and income is a deficit of (-\$130,072)
There are still 67 former pledge units that have not replied, for an amount around 183K. This would eliminate the deficit. There will be a continued effort to encourage those to respond.

These are the 2020 Endowment Funds for Use at "Vestry's Discretion"

| | |
|--|---------------------|
| O. V. Bennett Endowment | \$417,765.78 |
| Nolle Endowment | <u>\$18,715.19</u> |
| Total Distributable Funds | \$436,480.97 |
| Less Recommended Reimbursements | <u>\$262,789.39</u> |
| Remaining Distributable Funds for 2020 | \$173,691.58 |

The Treasurer presented a sample of what possible reimbursements from the endowment fund might be in 2020 as well as what might possibly be kept in reserve for capital improvement expenses.

In addition there are a number of funds available for the use at the direction of both the Choir Director and the Youth Director.

| Total Endowment Reimbursements in 2020 Budget | | | |
|--|---------------|--------------------------------------|-------------|
| | Amount | Purpose | Fund |
| 5012 Diocesan Council | \$2,800.00 | Clergy conference | OVB |
| 5309 Staff Cont. Education | \$1,000.00 | New bookkeeper | OVB |
| 5600 Clergy | \$85,000.00 | Rector search | OVB |
| 5635 Assoc Rector | \$43,384.00 | Assoc rector/FP | OVB |
| 5800 Lay Employees | \$50,000.00 | Child/Youth Dir salary | OVB |
| 5800 Other Staffing Costs | \$21,005.39 | Child/Youth Dir benefits | OVB |
| 5800 Other Staffing Costs | \$2,735.00 | Choir Dir conferences | Music |
| 5100 Buildings & Grounds | \$37,100.00 | \$6K from Bennett Garden | OVB |
| 5020 Worship | \$10,355.00 | Instrumentalists & organ maintenance | Music |
| 5030 Education | \$6,000.00 | Bailey lectures | Education |
| 5036 Christian Formation | \$2,210.00 | Christian formation | Education |
| 5050 Outreach | \$5,000.00 | HCF | OVB |
| | \$262,789.39 | | |

ECF Recommendation re Capital Reserve for Replacement Cost of Buildings and Equipment

Capital reserve: 2.5% of replacement cost of buildings and equipment reserved annually
 Church Insurance Agency Corporation Total Insured Value: \$11,313,523. 2.5% = \$283,838

Strategic Planning for Uses of Endowment

| Location | Project | Type of Work | Est. Cost | When |
|-----------------|--------------------|---------------------|------------------|-------------|
| Chapel | Replace nave roof | Cap improvement | \$500,000 | |
| Gregg House | HVAC replacement | Cap improvement | \$500,000 | |
| Gregg House | Roof replacement | Cap improvement | \$150,000 | |
| Gregg House | Electrical upgrade | Cap improvement | \$100,000 | |
| Parking Lot | Add lighting | Cap improvement | \$350,000 | |
| | | Total | \$1,600,000 | |

Some discussion and questions followed but the budget resolution for 2020 from the Finance Committee was seconded and passed on voice vote.

JUNIOR WARDEN: Gregg Free

1. Chapel: Continued with construction documents and estimates for steps and handrails for North entrance
2. Chapel: Finalized transport and planting of Nazro Oak, a 16' Texas Red Oak at front of Chapel; secured under- sidewalk tunnel to add irrigation for new tree
3. Chapel: Secured East door stained glass window after vandalism; replaced broken safety glass with Plexiglas and reinstalled frame; photographed damage, identified and contacted 3 stained glass specialists, and still receiving bids for repairs
4. Chapel: Procured additional exterior lighting to be installed in January
5. Chapel: obtaining bids for pavers at grass outside Columbarium; status upgraded due to possible unsolicited donation from Parishioner
6. Chapel: Worked with roofing consultant Jim Whitten to prepare proposal for development of plans and specifications on future roof replacement. This cost to be considered for long-term strategic use of Endowment
7. Gregg House: Moved, relocated and disposed of various furnishings, equipment, and fixtures to de-clutter offices and public spaces; began reducing trash cans and replacing cardboard/plastic with stainless steel
8. Gregg House: Met with interior designers on B&G committee on space planning, de-cluttering, new library/conference room furnishings, repair of terrazzo floors, lighting, and bulletin boards/wall decor

9. Gregg House: Met with electricians on complete study/evaluation of electrical system issues, deficiencies, future expansion and safety; awaiting initial report.
10. Gregg House: Continued restroom renovation through completion; installation of new counters, faucets, lighting, artwork, and accessories completed
11. Gregg House: Repaired damaged wallpaper in main hall and painted North Lobby
12. Designed and specified new 120th Anniversary banners for interior/exterior
13. Garden Guild continues to do amazing work most weekends clearing, trying and raking before Sunday services

We have many dedicated parishioners involved in all this successful work. Special thanks again this month to Ann Rutledge, Kit Garven, Carol Barnes, and especially Marvin Jones.

SENIOR WARDEN: Brian Hopper

Work is still being done to finalize the committee structure system. It is hoped that each vestry member will find a committee they would be interested in and fully participate in. The vestry need to look at the possibility of expanding the Nominating Committee to include other members of the parish outside of the historically four retiring vestry members.

Gary Thompson as regretfully submitted his resignation from the vestry. Extended family obligations make it more difficult to be a faithful member of the vestry.

We all must be intentional in our work this next year as we look to the calling of a new rector.

CLERGY REPORTS: Lane Hensley

Lane extended his profound thanks to Olga Garza, Karen Mountain, Charles Stuart and Kate Wood for their service on the All Saints' vestry the last three years. There is a planned event to honor all past and current vestry on February 21. Further information still to come.

The Annual Parish meeting will be Sunday, January 26 at 9:30 a.m.

Beginning with the February meeting the vestry will undertake a study on leadership as it pertains to the parish and vestry.

OLD BUSINESS: None

NEW BUSINESS: The Interim rector proposed that Shannon Harris be confirmed to fulfill a five-year term on the All Saints' Episcopal Church Endowment Fund. A motion to accept the proposal was seconded and passed on voice vote.

Before adjourning some vestry-members shared their experience on the *Healthy Congregation* weekend. All felt it was a profitable undertaking and help many members to put their feelings of pain and/or frustration in a context that would assist them in putting those feelings aside as we move on.

Adjourned 9:20 p.m.

Sandra Kelley
Vestry Clerk