

EPISCOPAL CHURCH OF THE HOLY SPIRIT FEBRUARY 16, 2021, VESTRY MINUTES

Action/Date Due
for Review/
Assigned To

Date: February 16, 2021 **Time Started:** 5:00 pm **Time Ended:** 6:40 pm

Next Meeting: March 16, 2021, 5:30pm.

Members Present: Lynda Miller, Senior Warden; Peggy Wilson, Junior Warden; Loraine Hilty; Nancy Larkin; Mary Maupin; Dick Jordan; Pam McNally; Mark Holland; Barbara Schauer; Kathleen Phillips; Debra Alexander

Other Attendees: David McNair, Rector; Ty Jones, Deacon; Bill Sewell, Treasurer; Lorrie Cooper, Clerk; Rebecca Sharp

DISCUSSION/FINDINGS/CONCLUSIONS

Welcome, Opening Prayer or Reading *(David McNair)*

Brief check in followed by prayers of intercession and a welcome to the new Vestry members.

AGENDA ITEM: Vestry Minutes Approval: January 19, 2020 *(Clerk, Lorrie Cooper)*

AGENDA ITEM: Financial Report *(Bill Sewell)*

Finance sheet was reviewed in detail for the benefit of new Vestry: Pledge receipts were strong for January with an additional \$10,000+ in prepaid pledges. Expenses have been below or at budget. Explanations were given of restricted items in checking accounts, the Living Gift Fund (current balance \$54,754), and sales tax as it applies to ECHS.

Accounts payable currently include money related to Ingles cards and credit card balances. The PPP loan will soon be converted into one-time income and fully forgiven.

The list of authorized signers on the large operating account will be updated: Peggy Wilson will be added and Jim Woodruff removed. The list of official signers: David McNair, Bill Sewell, Peggy Wilson, and Lynda Miller

Minutes from
January 19, 2021,
were approved.

New signers
authorized.

EPISCOPAL CHURCH OF THE HOLY SPIRIT, FEBRUARY 16, 2021
VESTRY MINUTES
DISCUSSION/FINDINGS/CONCLUSIONS

Action/Date Due for Review/ Assigned To

There is a need to investigate moving payables over \$500 to electronic payments. Also, Bill is looking into moving the Montalvo Fund to the Self-Help Credit Union for a better return. The advisory group is discussing investment possibilities.

AGENDA ITEM: Jr. Warden's Report *(Peggy Wilson)*

"I look forward to working with you all in the ministry of care for the Church of the Holy Spirit. Jim Woodruff and I met January 30, and we walked the building and grounds in order to reacquaint me with ongoing details and issues. I also met with Tom Panek last Friday about the property, particularly the creek erosion. He and Ed McNally are addressing possible repairs and corrections to the creek banks. Church sign may have to be moved to make needed repairs possible. A meeting of the Property Committee via Zoom is forthcoming with more details and information."

AGENDA ITEM: Sr. Warden's Report *(Lynda Miller)*

No formal report this month.
The annual parochial report is due March 1 but is still being worked on by David McNair, Martie Carson, and Lynda Miller. When finished, it will be emailed to Vestry members for the needed Vestry approval before March 1.

Committee liaison assignments:

- Church Caring Crew - Dick Jordan
- Property Committee - Peggy Wilson
- Stewardship - Kathleen Phillips
- Youth Ministry - Pam McNally
- Outreach Committee - Nancy Larkin
- Finance Committee - Lynda Miller
- Children's Ministry - Debra Alexander
- Lifelong Christian Formation - Mark Holland
- Celebration Committee - Loraine Hilty
- Communications - Pam McNally
- La Esperanza - Mary Maupin
- New Members/Visitors Committee - Barbara Schauer, Dick Jordan

EPISCOPAL CHURCH OF THE HOLY SPIRIT, FEBRUARY 16, 2021
VESTRY MINUTES
DISCUSSION/FINDINGS/CONCLUSIONS

Action/Date Due for Review/ Assigned To
--

Vestry call assignments list and church directory: Church members have been assigned to Vestry members, with slight changes made to the previous list. Discussion regarding printing of church directory for 2021: The church directory is expensive to print, with the biggest cost incurred from mailing them; however, the entire directory can be digitally installed at no cost on a smart phone. Not everyone has a smart phone so it was decided that print copies are still necessary and that people be asked to pick up the printed directories at the church.

David and Martie will figure out the amount of directories to print.

Lynda requested that Vestry members notify parish members who their Vestry rep is prior to the next vestry meeting, via phone, note or other means.

AGENDA ITEM: La Esperanza Report *(Mary Maupin)*

“We have had two business meetings to discuss management of ECHS money. Esther Moriarty agreed to be treasurer. We are writing both a mission statement and a (somewhat) formal statement regarding how our money will be spent and to whom it will be given. Of note is the decision to turn over complete control of the Mujeres Humanitarian Fund to our Latina members—they are the members who have made this money. We are also formalizing our structure a bit. Nancy Larkin has agreed to be the chairperson.”

AGENDA ITEM: Outreach Report *(Nancy Larkin)*

Outreach Meeting-January 19, 2021

David opened with prayer. Roy and Donna Turnbaugh have stepped down from the committee. Susan thanked them for their years of service. Crellin and Roger were unable to attend this meeting.

Susan gave a brief overview of the year. She will present at the Annual Meeting, Sunday, January 24, 2021.

2020 was a giving year:

2020-First Sunday Open Offerings: \$19,039.00,

Additional funds for the Outreach Committee from Ingles gift cards: \$466.25,

Plus our additional appeal to assist after COVID hit: \$9971.43

Total — **\$29,476.68**

Rebecca Sharp and others raised additional dollars through grants and individuals for La Esperanza in the amount of \$24,605 and for the *Mujeres* Humanitarian Fund in the amount of \$22,353

Details on additional activities for Outreach for 2020 were presented to the church at the Parish meeting.

EPISCOPAL CHURCH OF THE HOLY SPIRIT, FEBRUARY 16, 2021
VESTRY MINUTES
DISCUSSION/FINDINGS/CONCLUSIONS

Action/Date Due for Review/ Assigned To

Breakfast items for Room in the Inn were delivered February 3.

“As of December 31, the Outreach Fund contained \$2,988.60; and Villager Initiative’s fund contained \$4,349.19. February’s First Sunday Open Offering is designated for Neighbors in Need. Because NIN always needs diapers, we will do a “diaper drive.” The need is greater this year because NIN’s normal fundraising activities were not possible due to the restrictions from Covid. March’s First Sunday Open Offering is for the Madison Friendship Fund. They work closely with DSS. Susan will write an article for Mary to include in the Newsletter. April’s First Sunday Open Offering is for Community Housing Coalition. Mary will ask Stephanie to write an article. David will suggest that people receiving COVID stimulus funds who do not need those funds will consider donating to *Mujeres* Humanitarian Fund. Many of the families receiving assistance are ineligible to receive the COVID funds. In asking for new Committee volunteers, Carol Van Voorhis agreed to join us!”

Next Outreach meeting March 2, 10:00a.m.

AGENDA ITEM: Rector’s Report *(David McNair)*

1. Pastoral Care issues:

Rebekah Wilson continues to receive steroid treatment for a severe case of *posterior vitreous detachment* in one of her eyes. She reports noticing improvements, although her vision in the affected eye is very limited, and she is not able to work, drive, read, etc., at this time. Her doctor explained this condition may take up to six months to heal.

Suzan Bergland continues to receive radiology and chemotherapy for the tumorous growth in her brain. She remains at home in Naples, Florida, and reports the treatment is going well. She also shared her gratitude for the prayers and support of ECHS.

Carol Currie has been receiving a trial chemotherapy treatment for lung cancer and so far is responding very positively. Her last scan did not show any signs of cancer in her body. She and Walt are currently in their home in Georgia.

John Doran continues to recover after completing a seven-week round of radiation treatment for cancer in his throat/vocal chords. He will have a follow-up and check-up and scan in April that will reveal how the cancerous growth responded to the treatment.

2. There will be an Ash Wednesday service Wednesday, Feb. 17, 5:30 p.m., on Zoom. As part of the service, the congregation will be invited to impose ashes on themselves or on one another. Ashes may be picked up at ECHS (in baggies in basket at side entrance to ECHS) or there is a recipe for ashes in ECHS publications.

EPISCOPAL CHURCH OF THE HOLY SPIRIT, FEBRUARY 16, 2021
VESTRY MINUTES
DISCUSSION/FINDINGS/CONCLUSIONS

Action/Date Due for Review/ Assigned To

3. Kim Christman and Stan Dotson will be our guests at our Sunday Morning Prayer service on Sunday, March 7, and will offer the sermon and Cuban music. Kim and Stan are both from Asheville. Stan taught for a time at MHU. They have lived in Matanzas, Cuba, for the past several years working at The Evangelical Theological Seminary in Matanzas (founded by Presbyterians, Methodists and Episcopalians) and in building relationships between partner churches in Matanzas and the U.S. Kim and Stan have many connections with our sister church, *Fieles a Jesus*. They are now in the U.S. after the Cuban government denied their appeal for a renewal of their residency VISAS. They will provide an update on the life and conditions of the Cuban people, along with the ministry of their churches, especially in Matanzas.

4. The ECHS Black Jesus Book Group's schedule:

Wednesday, March 10, 4:00 p.m. - Virtual discussion of *"Love is the Way, Holding Hope in Troubling Times"* by our Presiding Bishop Michael Curry.

Wednesday, April 14, 4:00 p.m. - Virtual discussion of two essays by James Baldwin: *"Notes of a Native Son"* and *"Take me to the Water."*

Wednesday, May 12, 4:00 p.m. - Virtual discussion of *"The Warmth of Other Suns: The Epic Story of America's Great Migration"* by Isabel Wilkerson.

5. FYI: I will be attending a Clergy Lenten Retreat at Lake Logan Episcopal Conference Center, Sunday (pm) February 28 – Tuesday, March 2.

AGENDA ITEM: New Business *(Lynda Miller)*

1. The Vestry was asked to approve the following motion:

The following persons will serve as members on the reconvened ECHS Living Gifts Fund Board (LGFB) of Directors: Peggy Barnes (chair), O.C. Edwards, Regan (Burnham) Roos, Deidre Soileau and Marnie Wilson. Others to serve as *ex-officio* to the LGFB are the rector, David McNair; the Senior Warden, Lynda Miller; and Treasurer, Bill Sewell. The LGF, founded in 2012, is held and invested as socially responsible funds with the Community Foundation of WNC and currently has a balance of approximately \$47,000. LGFB will reconvene, according to the defined LGF Plan of Operation, to further ECHS's commitment to community outreach.

Moved,
seconded and
voted in favor
of Item#1.

2. The Vestry was asked to consider the following request from Rebecca Sharp:

[This item was addressed earlier in the meeting, after the minutes were approved.]

EPISCOPAL CHURCH OF THE HOLY SPIRIT, FEBRUARY 16, 2021
VESTRY MINUTES
DISCUSSION/FINDINGS/CONCLUSIONS

**Action/Date Due
for Review/
Assigned To**

“I am interested in getting the kitchen at ECHS certified for Low Risk food production. I have been approved to sell at Mars Hill Farmers’ Market and The Farm Connection (on 2/13). I would like to be able to dry herbs, put together teas from these herbs and perhaps bake bread. I would be asking to utilize the church kitchen facility twice a month. To become certified for low risk foods simply involves having it inspected by the inspector for this area. They would come watch while I put together teas and made bread. Obviously the kitchen would have to meet cleanliness regulations, which no doubt it will. I would be doing this alone, except perhaps with my son David. “

From discussion:

Possible frequency of inspection: yearly

This activity is for the personal use of Rebecca in gaining income.

Need to check if there is a policy about using church facilities for personal business.

Well water may need to be tested.

Pets occasionally enter the building, but do not reside there.

When Debra used a room for teaching Kindermusik, she paid a very nominal fee.

It was suggested that Rebecca explore a venue in Marshall which currently exists and might be more suitable.

3. Lynda suggested the creation of an electronic site for placing policies, perhaps on the church website. This site would be open to parish.

4. Lorrie has asked the Vestry to be aware that every other month, due to her employment, she will be unable to join the Vestry meeting at 5:00. She is requesting that someone on the Vestry take notes for her until she can join the meeting on those days. There was discussion of Vestry meeting times for 2021, and a different meeting time was agreed upon.

AGENDA ITEM: Next Vestry Meeting Date
March 16, 5:30p.m.

Respectfully submitted,
Lorrie Cooper, Clerk

Vestry will need to revisit Item #2, Rebecca’s request . A decision cannot be made because of uncertainty whether a policy already exists. David McNair will investigate further.

Vestry will meet on the third Tuesday of each month at 5:30.