

EPISCOPAL CHURCH OF THE HOLY SPIRIT JANUARY 21, 2020, VESTRY MINUTES

Action/Date Due
for Review/
Assigned To

Date: January 21, 2020 **Time Started:** 5:06 pm **Time Ended:** 7:45 pm

Next Regular Meeting: 5:00pm, Tuesday, **February 18**, 2020. Vestry reports due by **Saturday, February 15**.

Members Present: Barbara Moloney, Senior Warden; Jim Woodruff, Junior Warden; Debra Alexander; Adam Reda; Michael Smith; Loraine Hilty; Mary Maupin; Mary Jo Sparrow; Donna Turnbaugh

Members Absent: Cristi Johnson

Other Attendees: David McNair, Rector; Bill Sewell, Treasurer; Ty Jones, Deacon; Lorrie Cooper, Clerk; Ronnie Jordan, Parish member; and nominees for Vestry 2020: Lynda Miller, Pam McNally, Dick Jordan, Nancy Larkin.

DISCUSSION/FINDINGS/CONCLUSIONS

AGENDA ITEM: Welcome, Opening Prayer *(David McNair)*

David McNair gave a welcome to the 2020 Vestry nominees in attendance.

AGENDA ITEM: Vestry Minutes Approval: December, 2019 *(Clerk, Lorrie Cooper)*

AGENDA ITEM: Review of December Financial Reports *(Bill Sewell)*

Attached *[to Bill's Treasurer's email]* are reports that will be reviewed in the January 21 Vestry meeting. Vestry members are encouraged to print reports, review them and bring them to the meeting or else bring a computer or other device that will allow them to view the documents. *[The Vestry has committed itself to saving paper by not printing out reports.]*

Year-end 2019 documents. Three files including a summary of pledge and open offering receipts compared to recent years, operating fund receipts and disbursements for the month of December and the full year, and the December 31, 2019 balance sheet. These documents were reviewed by the Finance Committee at their meeting earlier this month.

December minutes
approved as
written.

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AGENDA ITEM: Proposed 2020 Budget *(Bill Sewell)*

The proposed 2020 operating fund budget. This document was reviewed by the Finance Committee and recommended to the Vestry for approval. **Final responsibility for the budget belongs to the Vestry.** Vestry members are encouraged to carefully review the proposed budget prior to the meeting. A final 2020 budget must be approved by the 2019 Vestry at this meeting. That budget will be presented to the parish at the annual meeting.

Unanimous vote of approval to accept proposed 2020 Budget.

Bill is aware that Vestry members may not be totally familiar with reading financial statements, particularly statements for nonprofit organizations, and he stands ready to answer questions and be of assistance in this responsibility.

A proposal for purchase of a Sharp copier for the church office.

Bill Sewell reports that ECHS has been presented with an opportunity to purchase a printer/copier/scanner that offers the opportunity to expand the current capabilities and dramatically lower the ongoing cost of meeting printing needs. Barefoot Copiers of Asheville, a vendor ECHS has worked with in the past, has offered ECHS the opportunity to purchase a Sharp MX 3140 which has been lightly used and traded in for a larger system. The printer originally retailed for \$12,700 and is being offered to CHS for \$2,900. Bill reviewed current toner usage using figures provided by Martie Carson: Current annual usage requires nine cartridges costing \$945. The Sharp copier will produce that same number of copies for \$114. In addition, the Sharp copier will allow ECHS to print Mountain Spirit hard copies, saving an additional \$500 per year. Bill estimates that the Sharp purchase will pay for itself in approximately two years. The cost of this purchase will be funded from a variety of sources: Credit Card "points," Equipment Reserve funds, returning unused Brother printer cartridges, and funds from the Capital Reserve Fund. The Vestry voted to approve the purchase of the Sharp printer/copier/scanner from Barefoot Copiers of Asheville.

Vote was positive to purchase the \$2900 Sharp copier.

[My thanks to Barbara Moloney for this detailed account of the copier/printer situation. —Lorrie Cooper, Clerk]

AGENDA ITEM: Sr. Warden's Report *(Barbara Moloney)*

- An idea that merits consideration by the Vestry was expressed during the first Holy Listening meeting in the small group Barbara participated in: new members of ECHS could be helped by an introductory meeting with an ECHS volunteer who would show them around the church facility and point out key objects:

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i.e., Vestry bulletin board, cubbies, notebook with ministry instructions, etc. Esther Moriarty has several additional suggestions she is willing to share. Barbara is willing to help with this project and even chair a committee, if the Vestry wishes.

- Barbara will be working with Jim Woodruff to complete David's annual evaluation.
- Barbara is preparing to facilitate the Senior Warden transition to Lynda Miller as soon as possible.
- Barbara appreciates the opportunity she had to work with all on the Vestry and wishes all the best to those continuing on.

AGENDA ITEM: Jr. Warden's Report *(Jim Woodruff)*

1. The Vestry Rep should check the two exterior doors before leaving the church on Sunday. There have been occasions when the outside doors to the children's classroom and the nursery were found unlocked on Monday mornings.
2. When adjusting the thermostat in the choir room, use the up or down arrows so that the temperature can return to preset temperature once leaving the room.

Questions from Jim: What set temperature is appropriate for that room?

What is the best temperature for keeping the piano in tune?

3. The church now has a portable speaker on a stand to allow sound from the microphone in the sanctuary to be heard in the vestibule/hallway. This was made possible by a \$1000 donation from Ginny Lentz's sister. The sound worked well at Jack Poisson's Celebration of Life. Larry Burda and Jim Woodruff ran the wiring in order to reduce the cost to \$528. John Ballard purchased and installed the system. (He had installed the sound mixer in the robing room ten years ago.)
4. It appears time to organize a committee discussion about microphone sound in the sanctuary. Several people have shared that they are having some difficulties hearing all of the spoken service and announcements, and other events. Peggy Wilson asked to join such a committee. The Property Committee could be the foundational group for this discussion and research. For 2020, those are Harold Toney, Teresa Matthews, Tom Panek and Ed McNally.
5. The outside leaf gutters were cleared in January.
6. Most of the fallen leaves from this past autumn have been cleared.
7. Susan Sherard and her Memorial Garden crew have done well to compliment the Garden. Jim will ask her to consider a sign to direct people to the Garden.
8. The Vestry should discuss the need for removable signs for special events, allowing more efficient parking.

Sound should also be made available to the nursery during the Sunday service. Due to the fixed location of the speaker's wiring, it can be placed in the hallway and directed at the nursery.

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

1. Pastoral Care issues:

* Cal Wilson continues to reside at Aston Park Health Care Center in Asheville and his condition remains about the same as it's been for several months.

2. Visitors to ECHS who completed a visitor card since Vestry's previous meeting: Daniel Getz, 195 Henry Bradley Road, Marshall, NC 28753 (danielgetz123@gmail.com).

3. The following people have offered to be nominees for Vestry 2020: Pam McNally (three-year term); Nancy Larkin (three-year term); Dick Jordan (three-year term); Lynda Miller (Senior Warden, two-year term). Vestry members completing their term of service: Barbara Moloney, Cristi Johnson, and Michael Smith.

4. Vestry reflection, evaluation and consideration of next steps following the two sessions of Holy Conversation. David appreciates and thanks the Vestry for their work and faithfulness in bringing these sessions to fruition.

5. Martie will be taking a week of vacation January 27–February 3, so there will be no set office hours that week. The voicemail box will be checked and people may call David McNair with pastoral emergencies or concerns: #828-273-7985.

6. Barbara Moloney and Jim Woodruff will meet with David McNair in the next few weeks to offer his annual evaluation, which is required by contract. Vestry is encouraged to pass on to Barbara and Jim any evaluative comments for inclusion in this evaluation.

7. The Clergy Retreat/Conference scheduled for January 27-30 at Valle Crucis was called off. *[David will, however, be taking off a day.]*

8. Susan Sherard is scheduled to preach on Sunday, February 2, 2020, and the theme will be JOY. The parish will celebrate the anniversary of the ECHS first Eucharist together (Feb. 2, 1986) and the anniversary of the first time the congregation met in the new building (Feb. 2, 1989).

9. The ECHS library is in need of some TLC: organizing, cleaning, purging, etc. Persons who would like to help with this work should contact Martie or David. A larger question needs to be considered: whether to continue housing a church library.

Discussion of the two Saturday morning Holy Listening workshops: Overall impressions are positive. The congregation was very engaged and healing was experienced.

The Vestry nominees were confirmed at the Parish meeting following the service on Sunday, Jan. 26.

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AGENDA ITEM: New Business *(Dick Jordan)*

Doug Hawkins is a member of the ECHS parish. He is currently in prison, on the verge of parole in two years. He has asked the Vestry to write a letter for his parole hearing in February 2020, stating that he would be welcomed at ECHS. Several years ago, the parish has already gone through an evaluation of the process of dealing with a similar challenge. The discussion centered on whether the Vestry can speak on behalf of the congregation in this matter, and the decision was that the Vestry will speak on behalf of itself.

The Vestry voted to send a letter to the Parole board stating that Douglas Hawkins will be welcomed as a member of our church family.

Overall impressions of the Saturday's Holy Listening workshop: The second session was experienced as healing. David is proud of the congregation's involvement.

AGENDA ITEM: Old Business *(David McNair)*

At next meeting, members will choose what committee they want to be on as liaison and revisit the Holy Conversation meetings to sort out ideas and decide what to adopt..
Also at next meeting, the link to Vestry notes on the ECHS Home Page will be discussed.

Next regular Vestry Meeting is scheduled for **Tuesday, February 18, 2020, beginning at 5:00pm.**
Reports are due by midnight **Saturday, February 15, 2020.**

Respectfully submitted,
Lorrie Cooper, Clerk