

**St. Matthew's Episcopal Church
Vestry Meeting
October 20, 2020**

Vestry Members Present – Faith Cirre, Susanne Cramer, Phil Eschels, Gaylee Gillim, Amanda Harrity, Teri McDonald, Matrid Ndife, David Niehaus (joined at 7:20 p.m.), Troy Petrie, John Shelby, Kevin Wardell and George Wheeler.

Others Present – Edie Nixon, Treasurer.

Absent – The Rev. Kelly Kirby, Rector, Madison Bailey, David Holzknrecht, and Gibbs Reese.

Clergy & Staff – The Rev. Benjamin Hart, Director of Congregational Life; Joanne Coleman, accountant.

Opening Prayer – The Rev. Benjamin Hart opened the meeting at 6:15 with the traditional prayer. He noted that a quorum was not in attendance, proceeding with the reflection while awaiting latecomers.

Reading/Reflection – George Wheeler read from "The Power of Love," a book by Presiding Bishop Michael Curry. The passage quoted from the Song of Solomon as well as Rev. Martin Luther King, Jr. and noted that the source of love is God himself. George also mentioned a memorable line from the musical "Les Miz": to love another is to see the face of God.

Approval of Minutes – After establishing the presence of a quorum, Rev. Hart asked for consideration of the September minutes with a couple of typographical revisions. On a motion by Gaylee Gillim with second by George Wheeler, the minutes of the September 15, 2020 meeting were approved.

Financial Report – Edie Nixon first addressed the balance sheet, noting that we are low on cash and will be sending out pledge statements shortly. Reviewing next the general fund budget statement, Edie pointed out that the gap between income actual and budget is a \$37,000 shortfall in pledges and rentals. The building fund balance sheet shows approximately \$120,000 in cash. Edie moved on to the outreach statement (as budgeted) and endowment fund (still over \$1 million benchmark).

On a motion by Kevin Wardell with second by John Shelby, the report was approved unanimously, subject to audit.

Edie then asked if there were any questions before proceeding to discussion of the 2021 budget. The building fund account (capital expenditures sheet) shows that in July of next year we will run out of money to make our monthly loan payments. Phil asked about options, and Edie responded that the Finance Committee should weigh in and discuss.

2021 Proposed Budget – Edie continued with the budget sheets, which show 2020 (approved) and 2021 (proposed) columns. She reminded us that our stewardship campaign will take place in November.

Rev. Hart addressed the difficult decisions needed to overcome the \$16,000 budget shortfall. The church is unable to sustain three full-time staff; consequently, effective June 1, 2021, Callie Hausman's position will end. Her job will be divided between two part-time hires (one 15

hours/week and the other 12 hours/week). The church will continue to pay Callie's health care coverage through November, when she will be eligible for Medicare. Rev. Kirby was aware pre-sabbatical that the 2021 budget would likely include such a measure.

Joanne noted that no first quarter Saints Hall rentals were factored into the 2021 budget assumptions. Discussion included that our church does not want to deplete the endowment and leave nothing for future generations. The main budget "risk" is that 2021 pledges do not materialize as forecast. For right now, about 95% of our 2020 pledges are current.

Rev. Hart stated that the vestry needed to consider a requested \$1,010 increase in the 2020 communications budget due to extra equipment expenses related to streaming our Sunday services. Kevin Wardell moved approval and Phil Eschels seconded the motion, which was unanimously passed.

Edie Nixon and Joanne Coleman left the meeting at 7:20. Rev. Hart reminded the vestry to send budget questions to him, Edie, or Joanne as this is the window available before the 2021 budget is finalized.

Amendments to the Bylaws – Rev. Hart reminded the vestry that the proposed change allowing an emergency meeting to be called with a four (4) hour notice was discussed at the September vestry meeting. This amendment, and related topic heading and renumbering provisions, was presented for a final vestry vote. On a motion by John Shelby with second by David Neihaus, the bylaw amendments were unanimously approved.

Vestry visioning retreat – Rev. Hart noted this is scheduled for the upcoming weekend (October 24 and 25) and Sara Bailey will facilitate. Materials have been e-mailed to the vestry for review.

Vestry Committee Liaison Reports

- **Building and Grounds** – Teri McDonald, chair, reported that we are postponing any unnecessary projects until 2021. The soffit repairs are finished.
- **Dimensions of Faith** – John Shelby noted that the most recent event, held on Zoom October 18 with Danielle Mayfield and Brandi Miller, was well received. Anne Bogel did an excellent job in moderating and organizing details.
- **Finance committee** – already covered.
- **Nominating** – Kevin Wardell, chair, reported four (4) members of the parish have already accepted nominations for the incoming vestry. The committee is still looking for a youth representative.
- **Outreach** – Faith Cirre stated that the committee had to adjust its funding because its budget decreased from 2019.
- **Planned Giving** – George Wheeler mentioned that the 2020 luncheon had been postponed.
- **Social Justice** – Matrid Ndife, chair, noted that planning is ongoing for their group.
- **Stewardship** – David Neihaus stated that both Rev. Hart and Rev. Kirby will hand-deliver stewardship letters during the November campaign.

Wardens' Report

- **Phil Eschels, Senior Warden** – reminded vestry to continue with calls and notes, reaching out to parish.
- **Teri McDonald, Junior Warden** – refer to Buildings and Grounds report above.

Director of Congregational Life Report – Rev. Hart mentioned that he served as a diocesan representative to a recent meeting held by the national standing committee on liturgy and worship. He noted that rather than revising the Book of Common Prayer, the committee is working on expanding language (i.e., adding options).

Theological Reflection – Keeping the goals of our parish at the forefront, vestry members mentioned the importance of outreach to those unable to leave the house and the caring approach shown relative to staff changes.

Compline – George led us electronically followed by Rev. Hart concluding the meeting at 7:55 p.m.

NOTE: For record purposes, this meeting was held in a voice video-conferencing format (Zoom) in compliance with national regulations established by our federal government during the nationwide COVID-19 epidemic.

Respectfully submitted,


Gaylee W. Gillim, Acting Secretary

