

Vestry Minutes
Tuesday, February 16, 2016
Calvary Episcopal Church
Crook Auditorium

Vestry Present: Terre Sullivant, Julie Bethell, Palmer Jones, Fred Piper, David Leigh, Sarah Squire, Donovan Smith, Chris Bird, Jan Gwin, Celeste Herburger, Tony Graves, Claudia Haltom

Not-Present: Margaret Craddock, Raymond Spence

Clergy: Chris Girata, Paul McLain, Eyleen Farmer

Others Present: Katie Owen, Hall Gardner

The Rev Chris Girata called the meeting to order and opened with a prayer.

The approval of January's Vestry minutes was tabled and moved to March's meeting.

Treasurer's Report

The Treasurer's Report was given by Hall Gardner. Results from January 2016 were presented. Chris Girata noted that most pledges at Calvary are not received in January unlike other churches. Hall Gardner noted that payments on the outstanding balances were made in January which brings the church very close to being debt free. Terre Sullivant asked about any outstanding pledges for the bell tower. Katie Owen indicated that there are some outstanding pledges but not any significant ones. Katie did note that there is a shortfall between pledges for the Bell Tower and the actual cost of the repairs.

Working Group Reports

Administration Working Group Report

Tony Graves summarized the goals for the group. Tony has met with endowment and personnel committees. He noted that lots of structure has been already added to the endowment committee. They meet quarterly with a three-year tenure with a max of two terms. The chairman of the endowment committee is rolling off at the end of the year so a new chairman needs to be recruited. The endowment committee is also looking to adopt a new investment policy statement to replace a very dated committee. The personnel committee is primarily Meg Crosby. She is comfortable to continue in this role. The compensation plan for the staff was also discussed. Meg has access to industry data that will be useful. Job descriptions will be in place by the end of April so that salaries can be matched up to industry data and then proposed to the vestry for a "right-sizing." Members of the Capital Committee will be proposed in April or May.

Formation Working Group Report

Sarah Squire indicated that bi-annual meetings with Adult Christian Formation Committee (ACF) and Children and Youth Committee (CY) have been scheduled. The working group will be meeting with ACF on 2/28/16 and meeting with the CY sometime in March 2016. Sarah

further indicated that the working group hoped to have a recommendation for an evening alternative service by July 2016. Sarah also indicated that the group hopes to have a recommendation for adult immersion experiences in October or November.

Ministry Working Group Report

Nicky Hitching stated that the Ministry working group met after the retreat to dial in their goals. The working group has already met with Eyleen regarding the Pastoral Care team needs. Nicky Hitching suggested that any review of Waffle Shop will need to wait until after Lent. The working group will meet with the leaders of each functional role within Waffle Shop. Working Group is still working to determine how to address the third goal of reviewing the community outreach ministry models. Jan Gwin asked about the current leadership structure of the Waffle Shop operation. Eyleen Farmer stated that several outreach ministries are down-sized during Waffle Shop due to resource consumption. Chris Girata suggested that the second working group goal should be updated to address the resource bottleneck caused by Waffle Shop and increase communication between ministries. Nicky Hitching asked for an update on the Hospitality HUB. Chris Girata indicated the tenure of Kim Moss was not as effective as hoped. A multi-page strategic plan was developed, but Kim Moss could not execute the plan. An interim director was selected but he was forced to step down due to outside circumstances. A new director has been identified but due diligence is still underway.

Warden's Reports

Sr. Warden Terre Sullivant reminded everyone that Warden's Meeting is the Tuesday before the Vestry meeting at 7:30 AM at La Baguette. Jr. Warden Fred Piper and Warden At Large Julie Bethell had no updates to present.

Associate Rector Reports

Eyleen Farmer

Eyleen Farmer distributed a proposal for a sabbatical for herself. She plans to spend her time working on Thistle Farms as well as a retreat in July to West Virginia, a conference in Los Angeles in August, and a pilgrimage to Ireland in September. Eyleen also plans to visit several small businesses (herb farm, tea shop, café) to examine their business models to see how their experiences can be applied to Thistle Farms. Eyleen invited all the members of the Vestry to join her on these exploratory missions. A motion to bless the sabbatical was presented and passed.

Martin Jellinek and Eyleen Farmer have approached Len Grice to be a co-coordinator of the Pastoral Care Team. Len's first day on the team is February 17, 2016. The Pastoral Care team is also working to find a replacement for their database software. A new grief support model is being explored for implementation at the end of the year. Eyleen indicated that Margaret Craddock has questions about the process for any new initiatives that Calvary participates in.

Paul McLain

Paul led a book study on John Danforth's new book where 15-20 people attended each night. In January, Paul, Kayla Bartosch, and Hilary Chippley attended a conference for clergy and laypeople working in formation. The Lenten Devotion book for Children and Families was sent

out. This book was put together by Hilary with input from several families. The EYC distributed Valentines to all cars in the parking lot on Sunday, February 14, 2016.

Paul announced that a Prayer Luncheon will be held at Calvary for Mayor Strickland on Monday, February 22 from 11:30 AM to 1:00 PM. Many civic and faith leaders from around the city will be attending.

Paul also announced Easter in Action which will be a series of hands-on, flash service projects that can be completed in an hour by the whole church on Sunday's during Easter season. This season of service projects will culminate with a BBQ in Court Square on May 15th.

Rector's Report

Christine Todd learned of a program in Albuquerque, NM, where a team of people venture into the city every morning to offer homeless people a day's work and lunch in return for some physical labor. The City identifies sites and provides tools and supervision for these workers. One week ago Monday (2/8/16), the City & County mayors, several non-profit leaders, and many other notable community dignitaries met for breakfast at Calvary to discuss implementing a similar plan here in Memphis. During that meeting significant commitments were made by the City and County leadership towards implementing this program. Chris says that Calvary's role will be coordination and support of these efforts, not financial.

Chris let everyone know that Lent is in full-swing including Waffle Shop After Dark which starts on February 17, 2016 at 5:30 PM with dinner and a speaker.

Next week, Terre Sullivant, Chris Girata, and Ebet Peeples are headed to a conference for Endowed Parishes in Denver, CO. Prior attendees have commented on the usefulness of this conference. Chris and Ebet have been invited to give a workshop at the conference on the church's efforts to assimilate new members. They have also been invited to give a similar workshop at another conference later in the year.

Chris let everyone know that he has been elected to the board of the United Way of the MidSouth. He hopes his involvement will help Calvary with all of the community outreach efforts.

Chris recognized Claudia Halton for a new award for "Determination" that she will receive from Women of Achievement, an organization that recognizes extraordinary women in Shelby County. She will be honored at lunch on March 13, 2016 at the University of Memphis.

Chris gave an update on the Light and Life capital discernment listening sessions. One session has already been held and two more sessions are upcoming over the next two weeks. Attendance was great at the first session, but written response via the website has been low. A reminder email about the listening sessions and the link to the website will be sent on Friday, February 19, 2016. Written responses are due by March 1, 2016.

A few months ago, Bishop Johnson proposed a newly graduated seminary curate for Calvary. The diocese often places the curate in a parish and covers some portion of the curate's salary.

The Bishop has proposed a candidate that has been interviewed by some clergy, Terre Sullivant and other members of the parish. This position is unbudgeted in 2016. The cost to the Parish in 2016 would be \$18,000 and \$36,000 in 2017. Terre Sullivant felt he was a worthwhile candidate and recommended moving forward. Paul McLain also had a positive report on the candidate. Several members of the Vestry carried on a discussion about the impact of this expense. Chris offered some examples of the ways in which staffing could change over the next several years and how the presence of a curate could be beneficial during this timeframe. Celeste Herburger suggested that a vote approving the curate be delayed for the time. Donovan Smith reminded everyone that the Vestry set a priority for the website project for any budget surpluses. Chris asked the Vestry to consider the ways we plan on growing over the next few years, and how additional staff could factor into this plan. A motion was made by Claudia Haltom and seconded by Julie Bethell to approve the budget variance needed to allow for the hiring of a curacy candidate. The motion carried unanimously.

A motion to approve the allocation of 65% of Paul McLain's salary to housing by was presented by Terre Sullivant and seconded by Chris Bird. The motion carried unanimously.

With no further business, the meeting was adjourned.