

**Vestry Minutes**  
Tuesday, March 15, 2016  
Calvary Episcopal Church  
Crook Auditorium

**Present:** Terre Sullivant, Julie Bethel, Sarah Squire, Fred Piper, Chris Bird, Jan Gwin, Tony Graves, Margaret Craddock, Raymond Spence, Nicky Hitching, Celeste Herburger, David Leigh, Sarah Squire

**Not-Present:** Palmer Jones, Donovan Smith, Claudia Haltom

**Clergy:** Chris Girata, Paul McLain, Eyleen Farmer

**Others:** Katie Owen, Hall Gardner

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

A motion to approve the minutes of January's and February's Vestry meetings was made by Chris Bird and Nicky Hitching. Carried

**Treasurer's Report**

The Treasurer's Report was given by Katie Owen. February 2016 is slightly over budget but these are normal variances based on the time of year. The kitchen event income was impacted by the Fredrick Douglas theater event. There were also some budgeted technology expenses (wireless upgrades and an improved server backup system) that were performed in February but were budgeted over the course of the year. Katie Owen further reported that there were no meaningful changes on the balance sheet. A large amount of cash has been set aside to perform boiler upgrades, but these changes are on hold until after Waffle Shop closes. Waffle Shop and Lenten Preaching Series is trending up 15% year over year. With only three traditionally large attendance days left in the season, 2016 WS/LPS traffic has already exceeded 2015 traffic.

**Working Group Reports**

*Administration Working Group Report*

Tony Graves stated that updated compensation plan target date is October in preparation for Budget. Capital campaign recruitment needs to be moved to April. Chris Girata will be sending Discernment committee minutes to the working group. Jan Gwin has met with Budget and Finance Committee. Budget and Finance committee is comfortable with continuing their role including Gary Wilson as chairman. Jan Gwin also spoke with the Development committee chaired by Frank Colvett. Frank Colvett enjoys his role as chairman but would relinquish his role to an interested volunteer given his increased role within the City government. Chris Bird has a short discussion with David Lusk about the Memorials Committee. As of now, there is no succession plan in place. Katie Owen indicated that Memorial money is completely separated from the rest of the Church's finances in order to make up for a historical mismanagement issue. Until the shortfall is rectified, all funds will be segregated. After that, any aggregate donations in

the name of any one person of \$5000 or more in 6 months will be eligible for a named gift. Donations less than that will be put towards general operating funds.

#### *Formation Working Group Report*

Celeste Herberger and David Leigh met with the Children and Youth Committee on 2/28. Sarah Squire met with Kathryn Jasper and Palmer Jones. Kathryn Jasper wants a vestry liaison at all future CYC meetings to help keep the big picture in mind. Kathryn Jasper also indicated that there have been some issues in recruiting volunteers to run the CYC events. Other suggestions from the CYC: find young adult volunteers to help run the events; find a volunteer coordinator to liaison to help oversee the events; and have one additional coordinator for each event. The Adult Christian Formation committee meeting will be held in March 2016.

#### *Ministry Working Group Report*

Nicky Hitching reported that the Ministry working group is meeting on a monthly basis. Len Grice is in training as part of the Pastoral Care team. Research is still underway on the new pastoral care software. Fred Piper and Margaret Craddock will meet with the Waffle Shop team as part of their SWOT. The Working Group will suggest Corporate Affinity Days i.e. AutoZone Day. Margaret Craddock offered a new strategic gift to the city. 161 Jefferson Ave is a blighted building adjacent to the Calvary Campus. Margaret Craddock suggested that Calvary work with the Downtown Commission, other commercial neighbors, and the Downtown Neighborhood Association to put pressure on the building owners to address the blight. After some discussion with Margaret Craddock, Chris Girata suggested that the Ministry Working group present a "Gifts to the City" management committee.

#### **Warden's Reports**

Sr. Warden Terre Sullivant updated everyone on the recent CEEP conference that Chris Girata, Ebet Peebles and Terre Sullivant attended in Denver, CO. Many of the parishes were similar to Calvary. There were many workshops at the conference but the one presented by Chris Girata and Ebet Peebles on converting visitors into members in 12 months (known as Discovery at Calvary) was the most sought after event.

Terre Sullivant also reminded everyone that the next Warden's Meeting is Tuesday, April 12 at 7:30 AM at La Baguette.

Jr. Warden Fred Piper and Warden At Large Julie Bethel had no updates to present.

#### **Associate Rector Reports**

*Rev. Eyleen Farmer*

An upcoming event called "Final Gifts" will be held at Calvary on Sunday, April 24, 2016 at lunch after Formation. Lunch will be provided. People will be discussing advanced End of Life directives, funeral planning, and planned giving. Financial advisor(s) will be on hand to discuss planned giving, as well as popular music and scripture suggestions. The booklets handed out during the Planned Giving dinner will be completed together.

Lives Worth Saving stakeholders met on March 15, 2016 at Calvary with several public agencies and service providers to work through the changing protocols of the program. Based on the outcome of the meeting, Lives Worth Saving will resume on April 14, 2016 with a round 20 clients. Eyleen Farmer invited everyone on the Vestry to attend a Lives Worth Saving meeting at 11:00 AM on the second Thursday of every month.

*Rev. Paul McLain*

Final Believe in Memphis forum was last Sunday. Easter in Action starts on the Sunday after Easter. Christine Todd has organized several flash service projects. Wednesday nights will be starting again with Discovery over six weeks on March 30, 2016. Liz Browne continuing multimedia. Bill Kolb will be having a liturgy for life in Emison over six weeks.

Affinity Groups are starting to form including the 30-40 group which met with around 20 people. Jessica Simmons has volunteered to coordinate a younger 25-30 group. A knitting group, moms with young children group, cancer survivors and caregivers, contemplative prayer group.

An information meeting for Honduras mission trip (July 9-16) was held last Sunday. A miniature model for the old city of Jerusalem has been purchased for use by the Children's Ministry.

**Rector's Report**

Light and Life listen sessions are complete. The listening sessions were well attended. A report will be presented to the parish in April detailing the suggestions received during this process. A feasibility study will be completed after that, and the campaign will run concurrently with the annual giving campaign. Most feedback was overwhelmingly positive. One surprising suggestion was to renovate the area under the nave to the left of the kitchen.

There will be additional planned giving parties in April with a particular focus on engaging the members of the Parish who are 80+. This focus would then be extended to the members of the Parish who are 60+ over the next few years.

An invitation has been extended to Neil Raman to be a Curate at Calvary. Neil has been proactive and Chris anticipates that Neal will have a significant impact at Calvary. Neil will start sometime in July 2016. His focus will be in formation, particularly young adults and singles. Chris has been invited to Montgomery to be part of their Lenten Preaching Series. Chris and Ebet has also been invited to present their Discovery workshop at the Invite-Welcome-Connect conference held in Houston, TX.

A second class for the Shepherd Society will be recruited this spring. Chris asked that the names of any possible candidates be emailed to him. These candidates should be outgoing and interested in talking to people.

Next week is Holy Week! Palm Sunday is a full ecumenical service at the City Hall auditorium. A reception will be held after at Calvary. At Noon on Good Friday there will be two concurrent services: a classic service in the nave and children's service. An additional service will also be

held at 7 PM on Good Friday. Additional vestry volunteers are needed to carry the cross in this service. Contact Ebet Peeples to volunteer

With no further business, a motion to adjourn the meeting was made by Chris Bird and seconded Sarah Squire.

Sincerely,  
Hank Word