

Vestry Meeting Minutes
Tuesday, April 17, 2018
Calvary Episcopal Church
Crook Auditorium

Present

Vestry Members: Peg Wahl, Sarah Ball, Margaret Craddock, Madge Deacon, Tony Graves, Palmer Jones, Heidi Rupke, Sarah Squire

Staff: Katie Owen and Revs. Scott Walters, Neil Raman, Paul McLain

Absent

Vestry Members: Chris Bird, Gail Harrell, Les Smith, Edwin Thorpe, John Webb, Hank Word, Kim Kitterman

Staff: Rev. Amber Carswell

Call to Order: Scott Walters

(Although the meeting began without a quorum, an eighth vestry member soon arrived.)

Opening Prayer: Sarah Squire (General Thanksgiving from the BCP)

Treasurer's Report: Katie Owen

Income statement:

- Current income is in line with expectations.
- Revenue is behind March of last year.
- Pledges are behind. With an upcoming mailing of statements, we should see an uptick. This is probably a timing issue, and is nothing to be worried about.

Waffle shop:

- Expenses are about even with last year.
 - Attendance was down due to the early start of Lent and because of the rain.
 - 10,000 meals were served last year, about 9,000 this year: a 10% decline
 - However, attendance ended on a rise
- Low attendance numbers reflect the fact that Memphis is not ready for Waffle Shop in March.

Balance Sheet:

- Payment of the \$524,000 loan is on target. Grizzlies Prep payments going as expected.

Building and Grounds:

- Water-resistant material will be applied to flooring in spaces throughout the church.
- Plaster work repairs are planned for the bride's walk.
- Repaint and repair planned for red doors at the front entrance.

Early Voting:

- Going well, with no problems reported
- Variable attendance

- \$300 daily payment is partially applied to security coverage during the second half of the day. The venture will end in a profit.
- One of the benefits is increased visibility to the community.
- The Election Commission would like Calvary to serve as an early voting location at future 2018 elections.

Clergy Housing Allowance:

- Motion presented to approve a percentage of Amber's salary as a designated clergy housing allowance
 - % of clergy salary goes to housing (which is excluded from taxes)
 - Amber has recommended that 19% of her salary go to housing
- Madge made a motion to approve the designated housing allowance. Sarah Squire seconded. Motion passed unanimously. A letter will state that Amber's 2018 allowance will be approved until further notice.

Approval of Prior Meeting Minutes:

- Neil asked that his name be corrected in the minutes: Raman
- Paul noted grammar corrections
- Sarah Squire made a motion to approve the minutes of the March vestry meeting with 2 corrections. Seconded by Tony Graves. Motion passed unanimously.

Rector's Report: Scott Walters

Staffing:

Youth Director:

- Youth director candidate was offered a position and has accepted.
- Job letters have not yet been signed.
- News of her hiring will be coordinated with Kayla's departure in July.
- Start date is August 1

Parish Administrator:

- A very qualified candidate has been identified and conversations are continuing regarding scheduling and compensation.
- A decision will be made by the end of the week.

High School Event:

- 22 high school students attended a dinner and gathering at Scott and Ardelle's house

New Business:

Core Vocations

- Scott revisited his interest in exploring the **core vocations program**. The program identifies areas of energy and passion in parallel with the church's available resources.
- He is looking at how this program can provide a framework for existing ministries and seed new ministries at Calvary.
- The process was started by John Lewis and has been around for about 10 years.
- The process begins with questions for the congregation:
 - What is Jesus' ministry?
 - What is the ministry of the church?

- What is this particular parish's ministry?
- The process can help parishes discern: What do we do well? What contribution do we make to our community?
- A smaller group distills what is being said; from that distillation the small group creates core vocations.
- Scott has discussed the process with the wardens. There is energy about moving forward. Perhaps the process could be combined with the goals of the capital campaign. Staff is also very positive.
- Articulating our mission has value. Perhaps the process could be part of the vestry planning session in August, after the parish is asked to weigh in.
- Vestry discussion followed: Questions arose about prior data gathering initiatives. Could those be a springboard for more conversation? How was that data gathered? What was its purpose? The gathering of information during Philip Wiehe's interim was for self-exploration. The point was raised that it is good to talk about values and money in the same conversation.
- Scott explained that the Core Vocation process is more focused. Looks at vocation and aims to crystalize a few findings. This process is aimed at better articulation and using that articulation to move forward.
- Scott invited anyone who is interested to get involved.
- He will move forward, and Ebet will send more information.

Scheduling

- Scott is struggling with the flow of Sunday morning. He has heard from 4 people recently that it's hard "to find your way into Calvary." Events such as Jack Gibson's funeral and reception demonstrate the value of a low threshold to entry. We have an opportunity to create a space and time for conversation; however, there are challenges, particularly with the schedule as it affects the choir's opportunities for adult formation.
- Discussion followed and included these points:
 - 8 o'clock service attendees are excluded now.
 - Neil has not seen another schedule such as Calvary's with formation after the late service.
 - Paul most often sees formation mid-morning. In his experience, when formation was moved, it was not as successful.
 - Scott assessed schedules of other Memphis churches, and none have formation after the late-morning service.
 - He feels that scheduling diminishes his ability to connect with people. A shift could happen in the fall at the earliest. Breakfast would not be affected.
 - Other observations: Heidi commented that children's classes presently have low attendance. Sarah observed that many choir members do not attend formation presently. If formation was moved, choir would not have the opportunity to attend.
- Scott will determine a wise way to move forward and make sure voices are being heard. Scott requested that the vestry consider the issue. It is about creating more entry points and cultivating fellowship.
- Margaret asked that the vestry conduct informal polls.

Vestry Guidelines

- Ebet is working on the Vestry Guidelines. Descriptions of committee structures and operations processes are in need of updates.
- Vestry members are requested to review and comment on Tab 2 (not the bylaws) in Basecamp.

Associate Rector' Report: Paul McLain

- Calvary Place: The board member who had objected to Godly Play has since moved. The Calvary Place board is open to Godly Play as an option; good communication needed with parents. The board will continue the conversation regarding the Christian component of Calvary Place.
- Terry Purvis has been recommended and has accepted the role of Calvary's representative on Calvary Place board. She will replace Paul.

Vestry Committee Reports

Share the Love: Peg Wahl

- The committee has met several times and discussed setting goals.
- One goal is to support Robyn in her work spreading the word about Calvary's events, programs and ministries.

New Pathways: Sarah Squire

- Online password-protected pictorial directory is in the works. Parishioners will be able to upload a photo and personal information. The directory will be online by September 10.
- Robyn will take photos three Sundays this summer. Vestry can cheerlead and help with photo sessions.
- Margaret shared a packet presented to Bill after a teaching engagement at Holy Communion. Included were a prayer square, bread and brochures. She encouraged Calvary to be more intentional about thanking speakers. We should also reassess Calvary welcome bags.
- Sarah reported that Ebet is looking for people to help with hospitality. She also needs "block captains" who would take note of the absence of regular attendees.
- Vestry encouraged to wear nametags at all services and events

Safety: Madge Deacon

- Reviewing previous safety commission work and what other churches are doing

Finance and Stewardship: Margaret Craddock

- John Webb is in charge of planned giving.
- Tony Graves is in charge of endowment.
- Margaret is in charge of annual giving.
- The group has met re: annual giving parties. The parties will commence in September with a block party to celebrate the Calvary block: a progressive dinner was suggested where participants receive food at different stations around the block.

Other Business:

- Madge asked about the information gathered on transfers and departures.
 - Katie responded that oftentimes people leave for very personal reasons. We do have questions about those people who just stop showing up.

- Discussion about importance of connection and fellowship. Evidence shows that its more effective to build on what is attractive for newcomers. We need to think creatively about space, both physical and relational.
- Since the April meeting marks Neil's final vestry gathering, the vestry and staff thanked him for his service.
- Neil closed the meeting with prayer.