

Vestry Meeting Minutes
Tuesday, May 15, 2018
Calvary Episcopal Church
Crook Auditorium

Present: Margaret Craddock, Gail Harrell, Kim Kitterman, Heidi Rupke, Les Smith, Sarah Squire, Ed Thorpe, John Webb, Hank Word; Clergy – Scott Walters and Amber Carswell; Staff: Katie Owen and Kristin Lensch; Treasurer – Hall Gardner

Absent: Sarah Ball, Chris Bird, Madge Deacon, Tony Graves, Palmer Jones, Peg Wahl

Call to Order: Scott Walters

Opening Prayer: Ed Thorpe (Although the meeting began without a quorum, an eighth vestry member soon arrived.)

Kristin Lensch - Organ Update:

- Our Aeolian Skinner organ has provided excellent music for Calvary since 1935; and updates have been discussed since the early 2000s
- The organ is historically significant in its style/design and is a draw for outside performers, such as the recently hosting of the St. Paul's Boy Choir.
 - It is a "Cadillac model", two-chambered pipe organ
 - A comparable organ now would cost \$2m.
- Because it is good and prudent to be proactive, a study was done in the 2000s by a leading expert in the restoration of our style of organ. The console was rebuilt in 2009 and the pulpit side chamber was cleaned and rebuilt (note - no tonal work was done at that time)
- The blower is original (1935) and should last
- An electronic speaker was added in the 90's
- We tune the organ twice a year - but a meaningful overhaul should probably happen every 25 years or so
- We still need to clean up the organ side chamber, do some wiring work there and do tonal work on BOTH chambers.
 - A rough estimate for this work would be \$800,000
 - This could be a part of a capital campaign
- After mention of the blower's location in a basement room accessed through Bethlehem Chapel, a second Calvary Property Tour was suggested.

Prior minutes approved

- With one change

Treasurer's Report: Katie Owen

- Financials
 - Revenue was up in April and expenses were down
 - Operating deficit was lower.
 - Expenses
 - Office Admin 22M ahead of plan (due to deposit on website work which is to funded by the surplus in 2017)

- Buildings and Grounds expense is up due to one of the quarterly insurance payments
- Balance Sheet
 - In a strong cash position
 - There has been some spending for needed improvements
 - New Music copier
 - New carpet
 - Plaster repair in the Bride's Walk starting now
 - This summer will replace flooring in all classrooms

New Business:

In order to create a discretionary account for Amber Carswell, a motion was made and passed to change the name on the account from that of Eyleen Farmer to Amber's.

Rector's Report: Scott Walters

100N Main/HUB

- Scott has not heard from anyone
- We are not selling the HUB building as the newspaper article alluded to
- The footprint may jump 2nd street – not true

New Lay Staff

- Laurel Reisman – New Parish Administrator starts next Tuesday
 - A little under 30 hours a week.
 - Out Tuesday and Thursday morning and Friday afternoon
 - Announcement coming soon
- Youth Director will be announced the last Sunday of May
 - Gabby Munn
 - She has committed to two years at least with Calvary
 - Kayla will finish the end of July and Gabby will start around August 1
- Worship Schedule
 - Talking to as many people as possible (adult formation, choir, etc)
 - This summer will have worship service at 10:00 am
 - Start Adult Ed at 11:30
 - 30 minutes of class and 10 minutes of Q&A
 - Would give us 20 to 25 minutes of fellowship time
 - Capital Campaign would include revisions to church structure to have a fellowship space
- Vestry Retreat
 - Let's gather in the summer time before we go into the fall before we go into budget time
 - Use core vocations at the Vestry Level
 - July for retreat – 1 day in Como
 - July 21st
- Vestry Guidelines
 - Needs to be updated/condensed
 - Heidi will work with Ebet
- Share the Love (Kim Kitterman)
 - Looked at potential new logo/branding

- Meeting again on the 30th
 - Will speak with Ebet via conference call
 - Investigating a welcome area in the Great Hall area
- Developing goals
- New Pathways (Sarah Squire)
 - Online directory in process
 - Pictures can be provided or photos can be taken after church
- Safety (Ed Thorpe)
 - Research underway
 - Need to define the scope and how to approach
 - Need to develop a manual and certain areas that we may want to highlight
- Financial/Stewardship (John Webb)
 - Want to push planned giving
 - Have a brochure or article to give someone if they ask about it - a teaching opportunity
 - Need to increase awareness of this and raise the education level
 - Margaret will post the brochure on Basecamp
 - Would love to include an article in the newsletter
 - Raise awareness as to stewardship, capital campaign, planned giving, endowment, etc.