

Vestry Meeting Minutes
November 17, 2015
Calvary Episcopal Church – Crook Auditorium

Vestry Present: Julie Bethell, Alison Boeving, Jan Gwin, Nicky Hitchings, David Leigh, Mike Nelson, Allison Parker, Fred Piper, Donovan Smith, Leslie Atwood Smith, Raymond Spence, Terre Sullivant

Clergy Present: Rev. Chris Girata, Rev. Eyleen Farmer

Others Present: Katie Owen, Palmer Jones, Sara Squire, Margaret Craddock, Tony Graves

Call to Order: Rev. Chris Girata called the meeting to order at 6:03 p.m., and opened with a prayer.

Approval of Minutes: The minutes from the October Vestry meetings were approved, with one minor change by Julie Bethell.

Treasurer's Report:

Katie Owen presented the financial report. Calvary is trending below budget on expenses and slightly over on revenue—"a good position." Plans are to pay-down \$120,000 of our debt to the Endowment. We will also pay the remaining \$30,000 owed for the bell tower repair out of our surplus. Calvary's line of credit has not been tapped in several years. Annual giving pledges are at 209; it is hoped that number will reach 260 by year-end. Follow-up is continuing. The average pledge is up 9% this year.

Katie also presented a 2016 budget worksheet. There is no revenue projection yet, since pledges are still coming in. There are no meaningful changes in expenses from last year, except in music, personnel and development. Currently, there is approximately \$100,000 to make up or some expenses must be cut. The budget will be further discussed at the December meeting and will be approved in January.

Working Group Reports:

Administration

Jan Gwin and Donovan Smith discussed their research into ways to market Calvary and how we can reach out, present ourselves and attract people to the church. Donovan has done extensive research and presented possible proposals and their costs, such as a new website and mobile app, erecting signage around Calvary's block, and radio spots on WKNO. Jan explained that proposals must be prioritized due to finances and recommended the existing marketing budget be increased by \$15,000. A marketing committee headed by James Dowd will be formed to formally recommend marketing proposals.

Formation

Julie Bethell's committee is recommending an adult Sunday School structure consisting of a lecture option and some long- and short-term "affinity groups," formed around Bible study and other areas of interest. This is similar to the current structure with the exception that some classes will vary in length. The committee also recommends that next year's Vestry Formation Committee meet with Matt Seltzer and Jan Elam, chairmen of ACF, early in the year to share ideas.

Ministry

Nicky Hitchings reported that group's goals have been met and they are in the process of tweaking ministries to volunteers.

Senior Warden Report: Leslie Smith reported that the newly-elected Vestry members have been oriented and thanked the new members who were present at this meeting. She also reported that Calvary's nominating committee has recommended the Warden slate for next year:

Senior Warden: Terre Sullivant

Junior Warden: Fred Piper

Warden At Large: Julie Bethell

The slate will be voted on at the December Vestry meeting.

Clergy Reports:

Paul McLain: Paul was not present but submitted a written report. (See page 4.)

Eyleen Farmer: Eyleen reported the following:

- She will be attending the ordination of Audrey Gonzalez in Uruguay
- A funeral guild, known as the All Saints Guild, has been formed, headed by Jill Piper and Laurie Monypenny.
- Eyleen will be working with Paul and Katie on the Legacy Society, which will address end-of-life issues from multiple perspectives
- The Lenten Preaching Series is finalized and work is now focused on advertising. Debbie Balling is assisting.

Chris Girata:

Chris reported on the following:

1. The sales of Columbus Park and the "restaurant building" on our block are expected in the near future. He discussed the existence of an historic marker of N.B. Forrest's home site in Columbus Park.
2. Calvary will host a play about Frederick Douglass February 6 as part of the Civil Rights Museum commemoration of Black History Month.
3. Annual giving is going well and reminder emails are going out to those who have not yet pledged.
4. Chris asked the Vestry to pass a resolution to honor Calvary's staff with a gift to outreach ministries. The resolution was proposed and passed.

New Business:

The Vestry approved a motion requesting an endowment distribution equal to 5% of the average endowment balance of the last three years for Calvary's 2016 budget. The 2016 distribution is capped at \$375,000 as per outstanding loan documents. Should the calculation yield a distribution amount in excess of the cap, it will be applied as principal payments to the outstanding tranche of debt with the lowest interest rate.

The next Warden's meeting will be December 8 at 12:00 at Panera Bread, Laurelwood.
The next Vestry meeting will be December 15 at 6:00 p.m. in Crook Auditorium.
The Vestry retreat will be held January 22-23 at Calvary.

Adjournment: Rev. Chris Girata adjourned the meeting at 7:30 p.m.

Respectfully submitted,
Terre Sullivant (for Catie Thacker)

Paul's Vestry Report

November 17, 2015

Ruthie and I are representing Calvary this evening at the Church Health Center's Days of Giving Society reception. Tough duty! Here's some of the recent formation activity at Calvary:

- The Adult Christian Formation Committee met on October 28th and is close to finalizing the schedule for the Believe in Memphis forum series for January-March. Proposed topics include the environment; health, food & art; and poverty. The committee is also beginning to make plans for 2016- 2017.
- Trunk or Treat and Monster Mash were a big success on October 29th with great participation from Calvary Place children and parents this year.
- The Children and Youth Council (CYC) met on November 10th, reviewed goals and projects for this year, and began talking about plans for 2016- 2017.
- Our Advent Festival is planned for Sunday, November 29th. Katie Foster has agreed to be the volunteer point person. St. Nicholas will appear at our Children's Chapel that day.
- Amanda Scott of the LAMB Institute will be at Calvary on November 30th at 6:00 p.m. to give an information session about the summer Honduras mission trip to students and parents.
- Children and youth will be engaged in a service project on December 12th to wrap gifts for the Emmanuel Meal. Christmas Pageant rehearsals will also begin that day.
- Our Episcopal Youth Community (EYC) will join other EYC groups around the city to go caroling at Trezevant on December 13th.
- The Christmas Pageant takes place at the 10:00 worship service on December 20th.
- Youth are scheduled to volunteer for the Emmanuel Meal and then participate in a high school lockout on December 21st
- There will be a Children's Service at 3:30 on Christmas Eve.
- We are working on plans for our Easter in Action program. Stay tuned!