

CALVARY EPISCOPAL CHURCH  
MINUTES OF VESTRY MEETING  
December 12, 2017

The December vestry meeting was called to order by Sr. Warden Jewlon Morris at 6:09 pm, and the vestry said an opening prayer for the parish.

Vestry Members Present:

Leslie Amentini	Oscar Lozano
Betty Best	Dorothy Lyons
Greg Bethke	Scott McLemore
Roy Haley	Jewlon Morris
Terry Jordan	Joyce Strimple
Jason Kniss	Amber Zentis

Also Present: Fr. Paul Wehner – Rector, Rev. Lecia Brannon – Curate, Christian Iversen – Treasurer, 2018 vestry members-elect: Jim Kidda, Frank Lemkowitz, David Taylor  
Absent: Bill Daw – Chancellor

Inspired by the gift from the Henderson-Wessendorff Foundation to pay-off Calvary's building loan, Terry Jordan led vestry in a devotional on thankfulness.

Review of November Meeting Minutes

- The minutes of the November 2017 vestry meeting were reviewed for accuracy and approved, following a motion to approve by Dorothy Lyons and a second by Betty Best.

Treasurer's Report

- Treasurer Christian Iversen reviewed the November 2017 monthly finance report. See Appendix A of Meeting Minutes for summary of the revenues and expenses. Month-to-date spending was \$13,825.55 above revenue (i.e. deficit). Year-to-date, spending is \$14,756.83 above revenue (i.e. deficit). The finance report was accepted following a motion by Jason Kniss, and a second by Roy Haley.
- The number of monthly kiosk transactions since November 2016 is included in Appendix B of the Meeting Minutes.
- 2018 pledges through today (December 12) totaled \$531,060.00 from 115 pledgers. Additional pledges are expected in the coming weeks.
- The proposed 2018 budget was discussed. The budget is based on \$666,750.00 in revenue and \$664,714.38 in expenses.  
**MOTION:** Accept the 2018 budget as presented and amended at the meeting. The motion came out of the Finance Committee, so does not require a second. The motion passed.

Rector's Report

- Fr. Paul shared the advent schedule, which will be published in the bulletin. Greening of the Church will occur on December 23, which is Saturday. Participation is encouraged.

- Calvary's Annual Church Meeting will be held on January 21, 2018. Fr. Paul shared the agenda and assigned individuals to write reports for inclusion in the Annual Report.
- The Annual Vestry Retreat is scheduled for February 2 (evening) and February 3. A representative from Attack Poverty will speak on the evening of February 2.
- Calvary will host the pre-council meeting for the Southwest Convocation on Sunday afternoon, February 4, 2018. Amber Zentis and Kathy Haley are co-chairing the organization of the pre-meeting.

#### Curate's Report

- Rev. Lecia shared that the Pastoral Care team has begun discussing their goals for next year.
- Nancy Wilkes, Calvary's deacon-in-training, gave a presentation to the Pastoral Care team on confidentiality.
- A 'Blue Service' (a Service of Hope) was held on December 3<sup>rd</sup>. There were 52 attendees.
- Rev. Lecia is also starting to plan the adult education programs for next year.

#### Sr. Warden Report

- Sr. Warden Jewlon Morris reported on a presentation given by the Fort Bend Sheriff's office on church security.

#### Jr. Warden Report

- Jr. Warden Terry Jordan reported on several items:
  - Brian Gamble caulked/sealed/repared the frame around the 'Jesus Window.' Oscar Lozano helped him with the effort.
  - A quote was received for repairing the gutter on the 2<sup>nd</sup> story portion of the school. Terry is in discussion with the school about how to move forward.
  - A new Hobart commercial dishwasher has been ordered. A Calvary family and the Calvary Foundation agreed to donate funds for the dishwasher, and last month, vestry approved \$1,000, if needed. This additional \$1,000 is not needed.
  - Flood control: A new flood assessment study by Costello Engineering and Surveying is not yet complete. Calvary will have to wait for it to be finalized before receiving a copy. Fr. Paul reported that Costello Engineering and Surveying will be making a presentation to the City of Rosenberg next Monday, December 18.
- Further details of ongoing projects are in the Jr. Warden's report (see the vestry packet).

#### Committee Reports

- The Newcomers and Bread Delivery report from Anne Scarborough was included in the vestry packet.

#### New Business

- None

#### Old Business

- None

Vestry said a closing prayer.

At 7:29 pm, Vestry went into Executive Session.

At 7:39 pm, Vestry came out of Executive Session.

The meeting adjourned at 7:39 pm.

Submitted by,  
Greg Bethke, Clerk

APPENDIX A: Analysis of Revenues & Expenses – Summary – November 2017

Date : 12/12/2017 Time : 2:40:17 PM		Calvary Episcopal Church Analysis of Revenues & Expenses - Summary November 2017					Page : 1
Accounts	MTD Actual (This Year)	MTD Budget (This Year)	MTD Budget Remaining (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	YTD Budget Remaining (This Year)	
<b>Revenues</b>							
Offerings	\$44,806.85	\$47,708.33	\$2,901.48	\$513,643.61	\$524,791.63	\$11,148.02	
Investment Income	\$1.38	\$0.00	(\$1.38)	\$7.15	\$0.00	(\$7.15)	
Church Usage	\$0.00	\$83.33	\$83.33	\$500.00	\$916.63	\$416.63	
Designated Income	\$7,050.86	\$6,041.67	(\$1,009.19)	\$67,335.10	\$66,458.37	(\$876.73)	
<b>Total Revenues</b>	<b>\$51,859.09</b>	<b>\$53,833.33</b>	<b>\$1,974.24</b>	<b>\$581,485.86</b>	<b>\$592,166.63</b>	<b>\$10,680.77</b>	
<b>Expenses</b>							
<b>Vestry Oversight</b>							
Insurance	\$4,456.87	\$4,900.00	\$443.13	\$18,503.90	\$19,600.00	\$1,096.10	
Office and Administration	\$3,002.67	\$3,329.17	\$326.50	\$33,480.61	\$36,245.87	\$2,765.26	
Buildings and Grounds	\$11,124.23	\$6,240.00	(\$4,884.23)	\$74,513.01	\$68,640.00	(\$5,873.01)	
Employee Compensation	\$29,988.90	\$28,341.04	(\$1,647.86)	\$318,825.19	\$311,751.44	(\$7,073.75)	
Vestry and Stewardship	\$597.09	\$4,333.33	\$3,736.24	\$3,987.84	\$7,666.63	\$3,678.79	
Finance Committee	\$1,329.69	\$1,214.58	(\$115.11)	\$13,318.21	\$13,360.38	\$42.17	
<b>Total Vestry Oversight</b>	<b>\$50,499.45</b>	<b>\$48,358.12</b>	<b>(\$2,141.33)</b>	<b>\$462,628.76</b>	<b>\$457,264.32</b>	<b>(\$5,364.44)</b>	
Mission/Outreach Ministry	\$6,804.11	\$6,529.17	(\$274.94)	\$55,336.91	\$55,920.87	\$583.96	
Calvary Life Ministry	\$1,362.51	\$1,112.49	(\$250.02)	\$12,330.81	\$13,887.39	\$1,556.58	
Worship Ministry	\$1,816.06	\$1,029.16	(\$786.90)	\$11,976.10	\$11,320.76	(\$655.34)	
Formation/Spirituality Mnstry	\$1,074.09	\$837.52	(\$236.57)	\$8,557.49	\$9,212.72	\$655.23	
Diocesan Obligations	\$4,128.42	\$4,128.42	\$0.00	\$45,412.62	\$45,412.62	\$0.00	
Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Foundation Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Total Expenses</b>	<b>\$65,684.64</b>	<b>\$61,994.88</b>	<b>(\$3,689.76)</b>	<b>\$596,242.69</b>	<b>\$593,018.68</b>	<b>(\$3,224.01)</b>	
<b>Net Total</b>	<b>(\$13,825.55)</b>	<b>(\$8,161.55)</b>	<b>\$5,664.00</b>	<b>(\$14,756.83)</b>	<b>(\$852.05)</b>	<b>\$13,904.78</b>	
<b>Restricted Revenue</b>							
Total Restricted Revenue	\$2,139.42	\$0.00	(\$2,139.42)	\$42,865.04	\$0.00	(\$42,865.04)	
<b>Restricted Expenses</b>							
Total Restricted Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
<b>Net Operating Total</b>	<b>(\$11,686.13)</b>	<b>(\$8,161.55)</b>	<b>\$3,524.58</b>	<b>\$28,108.21</b>	<b>(\$852.05)</b>	<b>(\$28,960.26)</b>	

APPENDIX B: Summary of Kiosk Transactions

<b>Kiosk Transactions</b>				
<u>Month/Year</u>	<u>Number of Transactions</u>	<u>Amount</u>	<u>Pledgers</u>	<u>Non-Pledgers</u>
November 2016	3	\$210.00		
December 2016	11	\$1,170.00		
January 2017	33	\$3,150.00		
February 2017	23	\$2,645.00	20	3
March 2017	25	\$3,627.00	21	4
April 2017	33	\$4,702.00	28	5
May 2017	35	\$4,659.00	25	10
June 2017	28	\$6,806.00	22	8
July 2017	26	\$4,140.00	19	7
August 2017	21	\$3,950.00	16	5
September 2017	28	\$6,324.00	20	8
October 2017	35	\$4,324.00	19	16
November 2017	27	\$5,295.00	15	12