

**The Vestry of Calvary Episcopal Church  
November 12, 2024 Vestry Meeting  
Meeting Minutes**

**Term Expires:**

**January 2025**

Debbie Pohler - **Present**

Greg Bethke - **Present**

Rick Lane, Sr. Warden - *Not Present*

Fred Steinkamp - **Present**

**January 2026**

John Bradshaw - **Present**

David Cook - **Present**

Oscar Lozano, Jr. Warden – **Present**

Sonia McGrath - **Present**

**January 2027**

Brandon Campbell - **Present**

Steve Evans - **Present**

Lori Hoy – **Present**

Ashley Vakulenko - **Present**

**Also Present** – Newly Elected Vestry Members: Kathy Bethke, Betty Gorham

***Ex-officio members***

Scott McLemore, *Treasurer* – *Not Present*

Kathy Haley, *Clerk* – **Present**

Bill Daw, *Chancellor* – *Not Present*

*Rev. Nancy Wilkes, Deacon* – *Not Present*

*Rev. Ralph B. Morgan, Rector* - **Present**

**Opening and Devotion**

The meeting opened in prayer by Fr. Ralph at 6:30 pm.

David Cook gave the devotional.

**Business**

Meeting Minutes for the October 15, 2024 Vestry Meeting were reviewed.

**Motion:** Oscar Lozano made a motion to accept the Minutes as presented. Lori Hoy seconded the motion, and the motion passed.

The Treasurer’s report (prepared by Treasurer Scott McLemore and included in the vestry packet) was presented by Greg Bethke.

**Motion:** John Bradshaw made a motion to accept the Treasurer’s report. Fred Steinkamp seconded the motion, and the motion passed.

There will be a budget meeting on Monday, December 16 at 5:30pm – all are invited to attend.

Greg Bethke reviewed the Capital Campaign Report (included in the vestry packet).

**Rector’s Report** – Fr. Ralph presented the Rector’s report. See report in APPENDIX for details.

A requirement for the construction loan with Prosperity Bank is to have our general operating account at Prosperity. We have opened the general operating account and are in the process of moving the funds over to the new operating account. For convenience we would like to move our 3 discretionary accounts and money market account to Prosperity Bank as well.

**Motion:** Fred Steinkamp made a motion to move the Rector’s discretionary, the Deacon’s discretionary, the Joint discretionary and the money market accounts to Prosperity Bank. The signers on the three discretionary accounts are the Rev. Ralph B. Morgan, the Rev. Nancy Wilkes and John Brun. The signers on the money market account are John Brun, Susan Grotte, Oscar Lozano, Amber Zentis and Scott McLemore. John Bradshaw seconded the motion, and the motion passed.

It was proposed to put a fence with gates along the sidewalk of the circle drive to increase security for the children of Calvary Episcopal Preparatory.

**Motion:** Oscar Lozano made a motion to approve putting in the fence. The motion was seconded by Brandon Campbell, and the motion passed with a vote of 9 - For, 2 – Against.

**Sr. Warden's Report** – Report included in the vestry packet.

**Jr. Warden's Report** – Oscar Lozano presented the Jr. Warden's report (included in the vestry packet).

### **Formation**

Discussion of the vestry retreat which will be January 17-18<sup>th</sup> - Vestry is tasked with thinking about the 3 main goals for 2025 which are Outreach, Christian Education and Pastoral Care. At the December meeting, there will be more discussion of the goals and developing some action items.

**Old Business** – No old business

### **New Business**

Fr. Ralph gave a building update. David Cook is going to investigate getting a wall mounted first aid box.

**Closing** – Sonia gave a closing prayer.

**Adjournment** – The meeting adjourned at 7:50 pm.

### **Action Items**

\* Rick Lane and Brandon Campbell will research active shooter consultants. – **Closed**

\* Rick Lane to meet with Betsy Zanghi and return with more clarity on the Capital Campaign Project change orders at the next vestry meeting. – **Closed**

\* Fr. Ralph will add to the agenda for the May meeting a discussion of the ministry map. (Postponed until the July vestry meeting) – **Closed**

\* Rick Lane, Brandon Campbell and Steve Evans to develop an emergency response plan for Calvary. (Put on hold until the renovation project is complete) – **Open**

\* David Cook to investigate buying a wall mounted first aid box. - **Open**

Minutes Submitted by Kathy Haley, clerk

See page 3 for APPENDIX

## Rector's Report for November 12, 2024

- Welcome to our new Vestry Members
  - Kathy Bethke, Betty Gorham, Jim Grotte and Bob Morris
    - We will have a meeting on December 3<sup>rd</sup> where I will have binders for you and will go over most of the things you will need to know but most of it will be learned on the job.
- I will have your new partners ready to assign in a few days and will email that out to you. At that time will you get with your new partner and have them meet with you the next time you have VOD so they can walk around with you and learn the ropes (doors to unlock, how to make coffee and where the keys are kept and the counting of the offering).
- Because we changed banks, we need to include in the minutes a motion to move the discretionary accounts and the money market from b1Bank to Prosperity Bank. The accounts included are:
  - Rector's Discretionary – signers are Rev. Ralph Morgan, Rev. Nancy Wilkes and John Brun
  - Deacon's Discretionary – signers are Rev. Ralph Morgan, Rev. Nancy Wilkes and John Brun
  - Joint Discretionary – signers are Rev. Ralph Morgan, Rev. Nancy Wilkes and John Brun
  
  - Money Market – signers are John Brun, Susan Grotte, Oscar Lozano, Amber Zentis, Scott McLemore

May I have a motion to move these accounts and approve their signers to Prosperity Bank?
- Because we are a school as well as a church, we have to have security put in place and one of those things is a fence. We have most of that covered. We are in the process of getting a bid from the company that put of the new school fence last year to get a price on adding fencing on the south side of the building. Replace fence that was there/add a little more in front of the circle drive.
- Christmas Eve is right around the corner –
  - Move 10:30 service to 8:00pm
- We did not have a vestry retreat this year.
  - I have put on my calendar January 17/18 for us to meet and do a vision and planning workshop together. This will be the day before our annual meeting.

- Next months meeting will be a week later than usual. December 17<sup>th</sup> (I'll be at my annual retreat at Camp Allen). We will also meet on the 16<sup>th</sup> for those who would like to work on the 2025 budget.

That's all I have for now. Thank you all for what you do and why you do it.



\_\_\_\_\_ Date: 11 -12-24\_\_\_\_\_

Rev. Ralph B. Morgan, Rector  
Calvary Episcopal Church, Richmond