

Calvary Episcopal Church Minutes

CALVARY EPISCOPAL CHURCH MINUTES OF VESTRY MEETING: May 15, 2018

The May 2018 meeting was called to order by Sr. Warden Jewlon Morris at 6:38 PM.
The vestry said an opening prayer for the parish.

Vestry Members Present:

Leslie Amentini, Betty Best, Roy Haley, Jim Kidda, Frank Lemkowitz, Oscar Lozano, Dorothy Lyons, Scott McLemore, Jewlon Morris, David Taylor

Also Present: Fr. Paul Wehner and Rev. Lecia Brannon. Lori Hoy and Jeanine Hillis attended the beginning of the meeting to present information on the Adult Mission Trip.

Vestry Members Absent: Missy Marek, Joyce Strimple

Scott McLemore led the vestry in a devotional based on the message of peace and hope found in Ephesians 3:14 - 21.

Rev Lecia Brannon reviewed Chapter 5 *Christian Formation*, of The Best of the Vestry Papers.

Lori Hoy and Jeanine Hillis made a presentation to the vestry on the Adult Mission Trip, June 12 - 15, with a request for funds. Potential activities were discussed, including kite flying on the beach, possible trips to Moody Gardens, museums or Schlitterbahn, or Bolivar ferry and State Park activities. It was noted a case worker would need to attend with each group going to an event. To insure the trip would leave the children with an indelible memory of being loved by Christians, the Schlitterbahn trip was subject of focus, noting the total cost for 40 would be about \$1,400.00. A total budget of \$2,800.00 was proposed, but the vestry requested this be itemized and resubmitted, for which the vestry will vote by e-mail.

Review of April Meeting Minutes

The minutes of the April Meeting Minutes were reviewed for accuracy and approved, following a motion to approve by Leslie Amentini which was seconded by Roy Haley.

Finance Committee Report

- * Plate offerings and pledge offerings both significantly exceeded April's projected budget, bringing year to date actual ahead of projection.
- * Advertising expenses for Easter services came due, which exceeded budget but will level off as no major expenditures for advertising are forthcoming.
- * Total office and administration expenditures were below budgeted amounts, as were buildings and grounds. However, air conditioning repairs are anticipated for next month.
- * A sizable kiosk donation for the Hurricane Harvey project resulted in an increase in the bank fees (for kiosk fees at 2.75 %). It is noted that the donor(s) actually paid the kiosk fees as well, but they are reflected on the expense account.
- * Calvary Life Ministry for CCW and Family Game Party was high due to the cost of the annual CCW held May 4 and 5, so costs will level with time.
- * Similarly, Lent/ Easter expenses came due in the past month but will level with time.
- * Adult Christian formation expenses included a Monday night Bible study, and will level with time.
- * Total Checking Account balances reflect a \$75,000.00 gain in the past three months.
- * \$23,000.00 was raised for the Hurricane Harvey project over and above the initial \$3,000.00 available from last year.

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The Finance Committee Report was accepted without motion.

Rector's Report

- * Columbarium: In light of limited space left in our existing columbarium, the rector, Fr. Paul Wehner proposed an addition to the columbarium, to follow the pattern submitted (similar to the pattern in the existing columbarium) to be built into the north wall of the Baptistry which separates the Baptistry from the Kelly Moore / green room. Most of the incursion into the green room will be into the musician closet by about 14 inches. If the north wall of the Baptistry is a load-bearing wall, it can be buttressed with a horizontal beam. The vestry approved the columbarium plan proposal following a motion by Roy Haley seconded by Leslie Amentini.
- * Signature Cards: Because of Celeste Davis leaving Calvary employ and a change to Wayne Helbert's availability, the rector proposed removing their names as signing authorities for church checks and adding the names of Heidi Eland and Leslie Amentini to signature cards for the operating account. A motion to approve this request was made by Dorothy Lyons and seconded by Betty Best. Therefore, the five signatories for the church account will now be **Heidi Eland**, parish administrator; **Christian Iversen**, Treasurer; **Scott McLemore**, chair of the finance committee; **Amber Zentis**, and **Leslie Amentini**.
- * Camp Allen Retreat—October 26-28: The rector reminded the vestry of the Camp Allen retreat, noting that reservations are required soon for those not wishing to sleep on bunk beds.
- * Facilities Planning Committee: Per the visioning event at the January vestry retreat, a committee made up of members of the school board and the church will meet this week to discuss building planning and repair priorities. Members of this committee will include Fr. Paul Wehner; Sr. Warden, Jewlon Morris; Jr. Warden, Oscar Lozano; Terry Jordan; Jim Grotte; Betty Best; Jade Dobbs, CEP Administrative Team Coordinator; Krista Kuperus, CEP Director of Admissions and Advancement; Nikki Villareal, CPTO Vice President in charge of Volunteers; Dana Benoit, CEP Chief Operating Officer; and Mark Fisler, member and sponsor of the CEP school board.

Curate's Report

- * Pastoral Care: Pastoral care team will be off for June and July. After Nancy Wilkes is ordained in June and placed, she will take a more active role.
- * Christian Formation: Regular Sunday School is over for summer. The Monday evening book study (on Reaching Out by Henri Nouwen) has concluded 5/14/2018.
- * VBS will be June 18 - 22.
- * Family Event: On July 28, following a pancake breakfast hosted by the O'Dells, there will be an educational event for the whole family on the theme *Fearfully and Wonderfully Made*, with Texas Wildlife Rehab Center bringing animals to illustrate adaptations and God's creation.
- * Rev.. Lecia Brannon advised the vestry of a request for funds by the Diocese for Episcopal Church Women (ECW) organization. The request was for \$760.00, but Calvary does not have a local chapter of this organization, so the Curate proposed a donation of \$200.00 instead, consistent with that contributed in previous years. The vestry approved this \$200.00 donation following a motion to do so by Dorothy Lyons which was seconded by Leslie Amentini.

Sr. Warden Report

- * Spiritual Journeys: Frank Lemkowitz presented his spiritual journey.

Jr. Warden Report

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- * Sprinklers: Outdoor sprinklers are being assessed and corrected, with some being replaced by drip systems to conserve water.
- * Exterior walls: Karr Tuckpointing evaluated the condition of the exterior walls and submitted a report and estimate of \$26,000.00 which includes power-washing. The vestry did not vote on this pending a priority report by the Facilities Planning Committee.

Committee Reports

- * Written committee reports were submitted by Outreach committee, Youth and Formation committee, and Membership committee.
- * The Outreach committee reported that a volunteer group from Alabama will arrive May 27 and stay through June 1 to assist with the drywall for the Hurricane Harvey project, as they are experts with drywall. Roy Haley proposed the vestry serve them lunch on one of the days. Betty Best made a motion for the vestry to provide lunch for 25 on May 25. Dorothy Lyons seconded and the motion carried. Funds for the lunches will be taken from the Outreach budget.

New Business

- * T. W. Davis YMCA has offered to sell Calvary Episcopal Church and school two of its school buses, for \$12,000.00 each. One of them only has 43,000 miles. Calvary Episcopal Preparatory wants to purchase the buses in conjunction with Calvary Episcopal Church. Calvary Church only needs one bus. The school proposed Calvary Episcopal Church assists with \$3,000.00 for the purchase of the bus or buses. In return, the school will complete the payment for the school buses and assume responsibility for maintenance of the school buses and provision of a commercial driver. When Calvary Church requires use of the bus, it will pay the school for mileage. The motion was made by Betty Best that Calvary Episcopal Church provide \$3,000.00 to CEP for purchase of the school bus, and seconded by Frank Lemkowitz. The motion passed.
- * The potential for a ramp to provide disabled access to the Youth building was studied by John Gilbert, who proposed a plan to build a ramp from a handicap space in the parking lot around the back of the building on the outside far wall to a landing that is less elevated than the entrance currently used by the youth. The motion was made by Dorothy Lyons to move forward with construction of this ramp, and seconded by David Taylor. The motion carried.
- * In response to an inquiry as to the status of Nancy Wilkes and why her name does not appear on Calvary Episcopal Church documents, it was noted that Nancy is an Iona student completing her fieldwork in this parish, and is supported by a different parish; therefore she is not a staff member or officer at Calvary Episcopal Church.

Old Business

- * Security Update: The parish is awaiting recommendations from Calvary Episcopal Preparatory and when they are received, will refer them to Calvary Foundation and the vestry for consideration. There was a discussion about the status of doors separating the Thompson street foyer from the Parish Hall as a safeguarding issue but the school has not forwarded recommendations regarding these yet and it was noted the band continues to practice in the nave due to noise considerations in the classrooms.

The vestry said a closing prayer. At 9:35 PM the meeting was adjourned.

Submitted by / David Taylor, Clerk