

Vestry Meeting Minutes

October 8, 2018

Call to Order – Mike Alford, Sr. Warden, officially called the meeting to order at 6:28 P.M.

Attendance/quorum – Present were Fr. Roberts, Mike Alford, Elyssa Coker, Karen Hillegas, Renee Lee, Bob Lima, JoAnn Martindale, Margaret Richcreek, Rick Schock and Jim Widell. Kim Heinicka, David Kline and Penny Yanachek were excused. Also attending, Janie Small, FC Chairman

Mike Alford welcomed those present and led us in the Parish Prayer.

Special Requests – Personal prayers were offered to the Lord.

Necrology – Judy Cannistraro and Katherine Turner

Written Documents

Leadership Reports

Vestry Minutes – September 10
Dayspring Retreat docs (folder)
Lily Endowment Clergy Renewal

Stewardship Reports

August 2018 Financials
April FC meeting minutes
May FC meeting minutes
August FC meeting minutes

Property Report

Executive Summary Diocesan Evangelism “Signage” Grant

Missions Report

BCFP Report
BCFP Report Van Report

Old Business – Minutes of September 10 were presented for approval. **Rick Schock made a motion to approve the September minutes. Renee Lee seconded the motion. Motion passed.**

Financials Review – Janie Small, FC Chairman, presented the August 31, 2018 financials. She advised that she is satisfied with our position to date; workshops begin soon to address the accounting issues raised by the audit.

Activity Statement for August – Revenue: \$28237, Expenses: \$29407

YTD Activity ending August 31 – Revenue: \$362819, Expenses: \$349800

Statement of Financial Position ending August 31 – Net Assets - \$4747598

Checking Account as of October 8 - \$29947

Endowment Fund - \$716968

\$20,000 Transfer of Investment Income to Checking Account - To correct a matter of business occurring at September's Vestry meeting, JoAnn Martindale made a motion to approve the transfer of \$20,000 from the Unrestricted Investment Account to the Checking Account to increase our operating funds. Rick Schock seconded the motion. Motion passed.

\$15,000 Transfer of Investment Income to Checking Account – On September 18, the Vestry, by e-mail approved vote, allowed for the purchase of a van for use by the BCFP. On September 28, Janie Small, FC Chairman, notified the Vestry of the need for a \$15,000 transfer from the investment account to the checking account to bring it to an acceptable operating level. The Vestry approved such a transfer by an email-approved vote. To show an audit trail of said transaction, **Bob Lima made a motion to approve a transfer of \$15,000 from the Unrestricted Investment Account to the Checking Account for Operating Expense. Renee Lee seconded the motion. Motion passed.**

New Business

Election of Endowment/Legacy Chairperson – On the strong recommendation of the Finance Committee, the Vestry unanimously approved the selection of Jo Simpson as Calvary's Endowment/Legacy Chairperson.

Investment Management of Calvary's Endowment Fund – Following presentations on the Diocesan DEMP Endowment Fund and by Merrill Lynch, the firm currently managing Calvary's Endowments, it was recommended by the Finance Committee to remain with Merrill Lynch. Upon receiving said recommendation, the Vestry approved Merrill Lynch to remain as Calvary's Endowment Fund investment firm.

2020 Clergy Renewal Sabbatical – Fr. Roberts presented information on the Lily Endowment Grant for Clergy Renewal. Such a grant assists the congregation and pastor to prepare for a sabbatical. It provides financial support to enable a pastor

to take time away from ministerial responsibilities for the purpose of reflection, renewal, study and engagement in spiritual discipline. He asked our approval to apply for such a grant. **Margaret Richcreek made a motion to allow Fr. Roberts to apply for a \$50,000 Lily Endowment Grant to support and assist both the congregation and Fr. Roberts as he prepares for a 2020 contractual sabbatical. Renee Lee seconded the motion. Motion passed.**

Commission Reports – Sr. Warden, Mike Alford, explained the Consent Agenda form of conducting meetings. With completion of the CROSS installation, the Vestry has the opportunity to read and review reports prior to a scheduled meeting. Any questions, comments or concerns can be put before the board for discussion without taking the time to read said reports at that time. Calvary's Vestry is now operating under such an agenda.

Leadership – Rick Schock reported on final plans for the November Retreat at Dayspring. There has been a change; it was reported that Mrs. Hill would be our guest. Justin LaRosa, an ordained minister, will be the facilitator. He will lead us in the practice of centering prayer, Lectio Divina. Further explanation will appear in November's Retreat minutes.

Christian Education – Elyssa Coker reported on the Youth Pancake Breakfast, held in Parish Hall on October 7. It was a huge success, adding to the funds needed for next summer's mission trips. The Vestry especially thanked Elyssa's husband, Billy, for helping make this possible. Fr. Roberts also contributed his time and talents, making sure the coffee station was installed, getting the dishwasher repaired and ordering actual coffee mugs – no more Styrofoam!

Fellowship – Margaret Richcreek reported on two successful events held in Parish Hall; both Potluck and Movie day and the Youth Pancake Breakfast. She also reported a set-up schedule for Sunday fellowship has been completed for the next quarter. The Vestry will host a reception on October 14, Clergy Appreciation Day. We will honor our clergy and their spouses and expect a full participation of the congregation.

Fr. Roberts led us in **Closing Prayer**.

Mike Alford adjourned the meeting at 7:48 P.M.

Respectfully Submitted,

Karen W. Hillegas, Clerk of the Vestry

Important Dates

Diocesan Convention, October 12-13

Clergy Appreciation Day, October 14

Bible Project Begins, October 17

Oktoberfest, October 27

Vestry Dayspring Convention, November 9-10

Astralis Chamber Ensemble w/Sherry Reception, November 11

Next Scheduled Vestry Meeting, December 10