

Christ Episcopal Parish

Vestry Meeting Minutes, April 23, 2024

The meeting was held in the Parish House. Attendees included Father Tim Carr, Jamie Alvarado-Taylor, Anne Scott, Jeremy Snider, Emily Correll, Emily Pearce (School Board Chair), Jeff Lin, Bill Hickman (Treasurer), Bryant Trost (Senior Warden), Joe Richardson, Jay Renner (Junior Warden).

1. Opening Prayer was offered for the meeting and Thanksgiving for new families
2. Vestry handbook distributed
3. Historic vestry book signed, oaths taken
4. Adoption of Agenda: a motion was made, seconded and unanimously passed to adopt agenda for the meeting with the following corrections:
 - a. \$2800 for the chiller (item 20)
 - b. Confirm vote to reimburse Hillstrom House expenses undertaken by CES (item 21)
5. Approval of March minutes: a motion was made, seconded and unanimously passed to adopt March minutes amended to correct Jeff Lin's last name spelling.
6. Review of March financials: Bill.
 - a. Income
 - i. Pledge receipts above budget for March.
 - ii. Windfall from Trust investments recognized in March budget.
 - iii. Plate receipts on target for March.
 - iv. YTD – half of expected annual budget received.
 - b. Expenses
 - i. Most categories under budget
 - ii. Utilities are under budget
 - iii. YTD \$223,000 net surplus
 - c. Balance Sheet
 - i. \$487k in checking (up from \$252k last year)
 - ii. Endowment and other income up 20% compared to last year
7. Approval of March financials: There was a motion to approve February financial report, which was seconded and passed unanimously.
8. Discussion of Bill's proposal to move money from PNC checking account into a CD:
 - a. Bill's Proposal: Keep \$200k in checking account and move the rest into a CD at 4.75% interest rate. Current savings account is lower interest rate.
 - b. Father Tim: proposed searching for a new bank to compare rates and account options.
 - c. Bryant Trost: proposed moving to the CD with PNC and then re-evaluating over the fall for other banking options, with a move (if any) planned for January 2025.
 - d. Approval of Bill's proposal: There was a motion to approve moving approximately \$600k into an 8-month CD with PNC, which was seconded, and passed unanimously.
9. The School Report (Emily Pearce)
 - a. Enrollment under expectations for 2024-2025, but continuing to grow

- b. 128 Current Students; 113.8 FTE
 - c. Expected to end the year with ~\$100k net surplus to be put into the reserve fund
 - d. This will bring the reserve fund to ~\$360k
 - e. Staff retention has been strong (3 positions being replaced, 2 due to moves, 1 due to need for full-time position)
10. Property Report (Jay Renner)
- a. Discussion of lead reports and plan for replacing faucet fixtures that have lead in the fixtures and investigating other needs in a stepwise manner.
 - i. Note that the new water fountains with bottle fillers are unaffected
 - b. Discussion of gantry system repair plan for the cooling tower for the air conditioning and long-term plan for replacement and preventive maintenance program.
 - c. Exterior faucets for Hillstrom House to be replaced; repaired by Jay.
 - d. HVAC mechanical room needs asbestos ceiled. It is not an area occupied by anyone. Just needs to be covered and sealed airflow.
11. Review of campus repair priorities (Bryant Trost)
- a. Modernize outdated facilities
 - b. Correct and repair ongoing damage areas (water damage, corrosion)
 - c. Aesthetic considerations
 - d. Proposal to restart the property committee (Jay Renner)
12. Discussion of midyear Vestry retreat and campus walk
- a. Proposed June 22, 2024 will not work; Bryant will send out a poll for a new date
 - b. Topics for retreat: 300th anniversary vision and goals, strategic planning for the church; Bishop and Diocese have turned down our proposal for a curate so part of retreat will review the impact of that and creatively re-evaluate our programming goals for the year.
13. Acknowledgement of Father Tim's performance review and next steps for submission to the Diocese (Father Tim)
14. Vision Goals for the Future: \$7 million dollar goal; replace Chapel Window is one idea, other ideas are welcome and will be discussed at the retreat (Father Tim)
15. Discussion of Mother's Day service plans, review of Rise Against Hunger event plans, Bring a Friend to Church Sunday (Father Tim)
16. Review of Annual Parochial Survey Review Results
- a. 62% overall response rate
 - b. Noted opportunity to:
 - i. Increase engagement in church activities
 - ii. Increase congregational welcome provided by existing congregants
 - c. Support for planned new programs: bible study, multi-generational women's group, book group
 - d. Noted support for 5 pm Saturday services, Sunday 8 am services
17. Announcement of EDOW Clergy Conference May 7-9 2024 at the Claggett Center.
18. Announcement of Fr. Tim's Vacation June 30-July 6, July 28 to August 3.
19. Next in person meeting May 28th 2024 at 7 pm; we will not meet in July.
20. Confirmation of previous online vote to approve \$2800 for the chiller.
21. Confirmation of reimbursement of Hillstrom House expenses to CES.

22. Closing prayers were offered.

23. Movement to adjourn seconded and approved unanimously.