

**St. Anne's Vestry Meeting**  
**January 14, 2018**  
**Draft Minutes for Approval**

Present: Addison Ore, Donna Cowden, Brook Davis, Ian Davis-Huie, John Myracle, Sandy Sheldon, Ray Leonard, Gerry Link, Susan Gies Conley, Rev. Ginny Wilder, Martha Murphy

1. Open with Prayer - Ginny
2. Re-election of Gerry Link as Treasurer for 2018  
**Nominated by John, seconded by Brook, passed by rousing acclaim!**

3. Financial Report for Year Ending 2017 – Gerry  
Updates to the financial report distributed- Annual revenue pledge payments are actually \$274,558. Total expenses \$273,482. Income exceeded expenses \$1,076. 80 pledges have been received, adding about a thousand dollars to that amount.

The budget set before pledges were received. Indicates a shortfall of \$10,500. We need to increase pledges or number of pledging members this year. Gerry believes we will increase the number of pledging members because we have new members joining. Thank God for this year and pray that we will continue to grow through 2018.

Gerry will only be able to serve as Treasurer for this year, so he and Dale can travel more. The Vestry needs to start asking for someone who can serve for a couple of years when Gerry is done. Sooner would be better so they have time to learn the job. Gerry says he sat in with Paige French for almost a year before serving, and it was very helpful. Ginny would like to discuss this along with liaison discussions later in the meeting.

Julie Meiburg will come on as Clerk in February. Susan will talk with her about the position.

Donna had a question about the Welcoming Committee, which it was determined will have \$500 instead of the earlier-budgeted \$250. Sandy had some questions about the budget reports.

It was determined that a vote is not needed on the budget revisions until February. Bills continue to be paid without any trouble.

4. 2018 Budget/Stewardship Update – Gerry
5. Expectations of Vestry – Ginny

Meet once a month, second Sunday. Expectation that each will serve as the liaison to a committee in the church. Your role is to communicate from the Vestry perspective what they need to know, and to bring back from the committee perspective what the Vestry needs to know.

Expect to worship with us on a consistent basis, but if Ginny determines that it's not enough she'll talk with you about. Also expect you to show up for parish events, people notice this. This includes

formation, Parish Life, events in the community. You've been elected by a body to represent them, and you need to be present with them.

Ginny asked if the Vestry has expectations of her. Sandy expressed her appreciation for how very present Ginny has been since she joined. Addison said she likes Ginny's consistent communication, and that's a key to a functional group. John Myracle said some people, including him, don't do Facebook. Ginny hopes that, eventually, what is on Facebook will also be on email and the website.

Donna's expectation is that Ginny will let the Vestry help her. We are willing and able to support her. Ginny said it's not always easy for her to ask for help, but she will do her best. Gerry said that, while he's gone for 2 months he's available by email and phone, and only 186 miles away at the beach.

6. Assignment of New Committee Liaisons – Donna and Ginny

3 people will need to be on two committees. Brook, Donna, and John are commended for serving on two committees each.

Buildings & Ground- John  
Christian Formation- Ian  
Finance – Donna  
Liturgy- Brook  
Marketing/Comm.- Martha  
Outreach- Donna

Parish Life- Sandy  
Pastoral Care- Brook  
Personnel- Ray  
Stewardship- John  
Strategic Planning- Addison  
Welcoming- Pateah and Addison

Gerry pointed out that there are funds left in the Website Design budget for the Marketing Committee.

7. Fuzzy Friends Shed – Donna

John Lockwood is getting a free shed, worth \$4,000, to move from the pet food pantry so all transactions will be handled outside. Makes sense so if John is sick the other volunteers won't need to come into the church. The insurance people say it'll add \$30 annually for coverage, to be updated as soon as it's constructed. It will be placed where the trash cans are. There's enough room to put it next to the other shed. John pointed out that it needs to be permitted by the city. Wick Cowden will look into getting a permit for it. The person donating the shed wants to know as soon as possible whether we want the shed, even if we don't have the permit in place yet.

**Motion to approve that the shed be accepted pending a permit, moved by Ray, seconded by Addison, passed by concensus.**

Ginny would like to consider converting the closet John has been using into an office for John. John's here a lot. He's doing a lot of work for Pastoral Care and Fuzzy Friends. He's here to greet people if Mark and Ginny aren't here. Before this, it was storage for the child care. Could also become a welcome center for people coming to St. Anne's during the week. The Vestry is asked to

consider this for the future. There are extra laptops and desks available. Ginny wants to leave the childcare office space open for now.

John would like to do a fundraiser at the Pet Supplies Plus at Reynolda Manor, selling hot dogs and such and asking for donations of pet food and supplies. On March 17. Ray asked how Fuzzy Friends is structured within the church. It's under Outreach, and St. Anne's is its fiscal agent.

Questions arose about whether John bringing his own grill and cooking down there would be ok with the health department, fire codes, etc.

John would like to find out if the church could directly purchase pet food from the fund, instead of John buying out of pocket and being reimbursed. Other individuals are willing to be the pass-through person. The ministry touches 40 people permonth.

The group discussed how rodents would be controlled in the shed. Pest control could treat the perimeter. It'll be on a concrete pad. The bottom has to seal. This will likely be a part of the city's permitting requirements.

#### 8. Update on Moore Estate and Ad Hoc Committee Recommendations – Ginny

The Finance Committee recommends that the Vestry accept the recommendations of the Ad Hoc Committee's November 18 report. Ginny read aloud the purpose of the policy.

The estate funds are currently held at Truliant. We also have a Vanguard fund to which the estate proceeds could be moved.

An item on that plan recommends that \$100,000 be held in a facilities fund for emergency repairs, a rainy-day fund. Gerry pointed out that there are funds left from the capital campaign several years ago. Ginny said that the funds from the two sources can't be combined for purposes of stewardship and clarity.

Gerry suggested that we set up a separate Vanguard Fund. Ray asked if this fund would be an endowment, Gerry said this would not be an endowment because we can invade the principal of this fund.

Remaining monies of \$500,000 being invested with a long-term view. Discussion of whether this would be a true endowed fund for buildings and grounds, defined as for "the plant," which would include both maintenance and new building. The principle will be kept intact as much as possible, but if there were an emergency or other pressing purpose it could be accessed.

The Ad Hoc committee gave the Vestry several funds to consider on Attachment C. TIAA-CREF will handle it at a much higher price than others. Vanguard won't do it without a specific financial advisor, who would cost us 1% in addition to other fees. We don't qualify in dollar value for the national Episcopal Foundation. The Finance Committee doesn't recommend either TIAA-CREF or Vanguard.

The group broke out into sections for discussion. Agreement was reached on the Episcopal Diocese of North Carolina, for many reasons. The returns are steady, and the fees are low. There's

a reinvestment in our own church's concerns. We should contact the fund manager about how the investments are socially responsible. John said that there are restrictions on withdrawals, that one can only withdraw quarterly unless there's an emergency. The policies are straightforward and they would handle the investment policy. They understand churches, so we wouldn't have to keep telling our advisor "who we are."

**John moved that the church accept the Common Trust Fund of the Episcopal Diocese of North Carolina as the management fund in which we will invest \$500,000 of the Moore Estate. Ray seconded. The motion was approved by acclaim.**

The group continued in Executive Session.

Attachment A from the Ad Hoc committee will be added to the minutes to this meeting.

Martha suggested an addition to the policy recommended:

**"Such action will require a two-thirds approval vote of the full Vestry in two consecutive meetings of the Vestry."**

These votes may take place over email or conference call, as allowed in the parish bylaws. The intention is that every member of the Vestry should have a voice and vote in the matter.

**John moved that the Vestry approve the recommendations with the Ad Hoc committee, with the adjustment of the last sentence as noted above. Sandy seconded.** Ian clarified that this would mean we would need 7 Vestry members voting to approve. **The motion was approved by acclaim.**

Addison asked how we would communicate with the parish about the use of the Moore Fund. Ginny said that, now that we have approved a policy, we could have an all-Parish meeting and also inform people by email. There was discussion about how to post the minutes in a way that more people will be able to access. We will move the Vestry bulletin board near the bathrooms, with the New Faces board. Addison added that seeing the discussion of the Moore bequest might inspire others to do so.

9. Kim DeWindt Approval of Recommendation of Discernment Committee - Ginny  
Part of the discernment process for a call to ordained ministry. The requirement is that she come and talk with the Vestry.
10. Approval of Rector 2018 Housing Allowance  
The allowance is non-taxable, which is why it needs to be approved separately. The amount is \$20,000. The approval is being passed around for signatures.
11. Approval of December 10<sup>th</sup> Minutes  
**With the addition of Donna's name the minutes submitted are moved to be approved. Donna moved, Sandy seconded, moved by acclaim.**

12. Vestry Retreat February 24<sup>th</sup> and Assignments – Ginny

Retreat will be on-site. All will teach each other a chapter from the book “Beyond Business as Usual.” Chapters were assigned to each member. The meeting will be about 9:30 – 4:30. Lunch will be ordered in.

The group is going to consider how else we might archive St. Anne’s history so newcomers can understand how we’ve evolved, since Ginny needs the space the banner is on in the Parish Hall for the February 3 retreat.

13. Service of New Ministry – Ginny

The Bishop is coming, special music is being prepared, and Ginny’s former Rector Patricia Downing is coming from Delaware to preach.

Several committees want to give gifts to Ginny during the service. There are some in the liturgy, and some that Ginny has added. Things outside of those can be given during the reception.

14. Distribution of St. Anne’s Bylaws

Copies of the bylaws were distributed to the new members.

15. Website Update – Ginny/Martha

Christopher Harris has been approved as our new website designer. Knows how to use web design as an evangelism tool. He’s a Lutheran priest. Christopher will send a schedule to the committee.

16. Upcoming Events:

- a. Committee Chairman Monthly Gathering January 14<sup>th</sup> at Ginny’s house
- b. Confirmation/Reaffirmation/Reception on 9am-6pm February 3<sup>rd</sup>, cost is \$25 for materials
- c. Half day Centering Prayer Workshop February 10<sup>th</sup>

17. Next Meeting – February 11<sup>th</sup>

Ginny suggested that we move the annual meeting to September, so the budget could be set before the ingathering of pledges. She asked the group to think on this option.

18. Close with a Prayer – Ginny