

St. Mary of the Hills
Vestry Meeting
December 21, 2021

Vestry Members Present: (In person) Tim Silver (Senior Warden), Doug Galke (Junior Warden), E.B. Springs, Faith Jones, Jim West, Chip Monroe
(Via Video Conference) Patty Patella, Roy McCraw, Sterling Hutcheson, Marjory Holder, Lisa Kaufmann, Gigi Poole

Others Present: (In person) Fr. Andrew Hege (Rector), Elizabeth Sudderth (Clerk), Amanda White (Treasurer), Leslie Billingsley (Incoming Vestry Member)
(Via Video Conference) Buddy Fore and Bob Finney (Incoming Vestry Members)

Fr. Andrew called the meeting to order with prayer at 5:33pm.

Fr. Andrew presented the agenda for the meeting for approval with 2 items added after the written agenda was prepared and distributed:

- 1) Staff Christmas Bonuses
- 2) Outreach allocations

E.B. Springs made a motion to accept the amended agenda.
Sterling Hutcheson seconded the motion.
The Vestry approved the motion.

The minutes from the previous meeting were shared.

One addition needs to be made to the November minutes. A member of the Planned Giving committee was inadvertently omitted. John Chanon needs to be added to the list of members of that committee.

Marjory Holder made a motion to approve the minutes with the needed addition.

Faith Jones seconded the motion.

The Vestry approved the motion.

The Clerk will make the necessary addition to the November minutes.

Fr. Andrew noted for our records that the correction was made to the October minutes and they have been received and are on record.

Amanda White shared the Treasurers report.

Amanda was pleased to report that income exceeded expenses this past month and the parish net income year to date is over \$97,000. This includes the PPP loan funds which have been forgiven. Without taking those funds into consideration, the parish would still be over \$40,000 ahead. Our cash position remains very strong.

The trust and endowments were down a little bit in November but have shown steady growth over the course of the year.

As of today, 99% of pledges have been received totaling \$462,161.

The temporary holding restricted account will be zeroed out at the end of the year per the auditor's suggestion.

E.B. Springs made a motion with a second from Jim West to accept the Treasurers report.

Fr. Andrew shared a Stewardship update.

Thus far the parish has received 112 pledges totaling \$432,890.

25 households who pledged last year have not pledged so far this year. Fr. Andrew asked for 2 to 4 Vestry members to volunteer to call those parishioners. Tim Silver, Bob Finney, and Faith Jones volunteered to make those calls.

In January each Vestry member will receive a packet of note cards to use to write thank you notes to those who have sent in their pledge.

Fr. Andrew expressed his thanks that all Vestry members have pledged.

Amanda presented the proposed 2022 parish budget.

Amanda stressed that this is a proposed budget; the final budget will be presented for Vestry approval in January.

Fr. Andrew noted that one year ago the Vestry approved a budget with a \$34,000 deficit. Since then, the Vestry has made smart choices which have led to our current surplus.

Fr. Andrew responded to a question regarding the inclusion in the proposed budget of a salary for a Christian Formation Director. He shared that this position will be posted in January.

Doug Galke made a motion to approve the proposed 2022 parish budget.

Chip Monroe seconded the motion.

Fr. Andrew shared the Clergy Compensation Housing Allowance form designating the percentage of his salary earmarked for housing.

Jim West made a motion to accept the form as presented.

Faith Jones seconded the motion.

The Vestry approved the motion.

The Clerk signed the form and returned to Fr. Andrew.

At 6:15pm Fr. Andrew left the room and Tim Silver began presiding over the meeting.

Tim Silver reported the Finance committee has recommended that the Executive committee consider giving Christmas bonuses to staff. After consideration, the Executive committee recommends the following bonuses be given to staff of the parish in thanksgiving for their hard work and devotion to the mission and ministry of our parish in 2021:

Parish Administrator	\$875
Sexton	\$750
Organist/Choirmaster	\$550
Financial Secretary	\$250

Marjory Holder made a motion to approve the Christmas bonuses for staff as recommended by the Executive committee.

Faith Jones seconded the motion.

The Vestry approved the motion.

Tim shared with the Vestry that the Executive committee also recommended a Christmas bonus for the Rector in the amount of \$1710.

Doug Galke made a motion with a second from Roy McCraw to approve the bonus for the Rector as recommended by the Executive committee.

The Vestry approved the motion.

At 6:25pm Fr. Andrew returned to the room and resumed presiding over the meeting.

Fr. Andrew proposed the approval of the following Vestry Officers for 2022:

Elizabeth Sudderth, Clerk of the Vestry

Amanda White, Treasurer

Bob Finney, Junior Warden

Tim Silver, Senior Warden

The Vestry approved all of the Vestry Officers for 2022.

Fr. Andrew expressed his great thanks to Doug Galke for the work he has done as Junior Warden.

Fr. Andrew presented the Corporate Resolution designating Amanda White, Bob Finney, Tim Silver, and Fr. Andrew Hege as those persons authorized to sign checks on the parish bank account.

The Clerk signed the resolution and returned to Fr. Andrew.

Fr. Andrew shared the allocations approved by the Outreach committee this month for the Vestry's endorsement:

- \$1000 WDC Girls Shelter, Kotte, Sri Lanka
(computer and tuition) project headed by Torre Hinnant
- \$1000 Watauga High School Student/Staff Food Pantry
Student led initiative supporting those experiencing food insecurity
- \$1000 Children's Council of Watauga County
Who Needs a Change Diaper Program
- \$1000 Mountain Alliance
Serving teens in Watauga and Avery counties
- \$1000 Hospitality House/Hunger and Health Coalition
Food locker program in the Bethel Elementary community
- \$1000 Western Youth Network
After-school services and youth services for at-risk youth in and around Boone

Community Care Clinic

Free health care clinic offering services in Boone and surrounding community

\$1553

Total \$7553

Marjory Holder made a motion with a second from E.B. Springs to approve these allocations.

The Vestry approved the motion.

Roy McCraw shared an update on the Planned Giving effort.

Roy reviewed a document with the Vestry entitled “The St. Mary of the Hills Episcopal Church Mission and Ministry Endowment”.

The proposed document outlining the purpose and parameters of the program is a virtually identical document to the trust and endowments document.

The focus of this effort is to provide a mechanism for parishioners to be more comprehensive in their giving while remaining independent of the yearly stewardship effort. The planning group has decided on a name for the program: “Sustaining Grace” (suggested by Joann Hallmark). At this point the goal is to present the program to the congregation in June.

Doug Galke made a motion with a second from Marjory Holder to approve the document. The Vestry approved the motion.

Roy noted they are still in the planning stages; the program is not ready to be set up with funds just yet.

Marjory Holder reported for the Technology committee that the update to the livestream system is in process.

Doug Galke gave an update on the Grounds Work Group project.

Doug shared the survey developed by the group along with detailed recommendations from the group for a plan for 2022. The detailed recommendations will not be listed here but were shared with the Vestry prior to the meeting and are available for review.

Doug Galke made a motion with a second from E.B. Springs to adopt the grounds work group survey and recommendations for actions in 2022 and for the creation of a standing Grounds committee consisting of 5 members: Junior Warden, Sexton, one additional Vestry member, and two parishioners with proven interest and gardening skills. The parish priest will be an ex-officio member. The purpose of the committee will be to:

Ensure the implementation of the recommendations contained in the survey document

Communicate any additional grounds related needs as they occur

Assist the Parish Sexton in the care of the grounds

Coordinate and participate in parish grounds work days

Review and update the grounds plan annually

The Vestry approved the motion.

Doug also shared the Junior Wardens report.

The work reviewing the feasibility of creating an outdoor play space continues. A second vendor has been contacted for a proposal. Doug, Mary Galke, and Jim West had a meeting with Brian Johnson with Blowing Rock Department of Planning and Inspections to identify pertinent regulations regarding a new shed on the east side of our property and the proposed location of the play space. Regarding the shed we have adequate space if it is attached to the side of the building. However, it would need to be constructed of non-combustible materials including the floor. Jim is going to follow up on whether hardie board would meet this requirement.

The recent outdoor work day was very successful. Doug noted this provided a test of a good model for the work days going forward (just work and fellowship-no food to be served).

Doug reported the computer network hardware update is completed, the new telephone system is completed, and the elevator and alarm power operate independent of each other now as had been recommended.

Tim Silver shared the Senior Wardens report.

In further exploring the idea suggested by Bishop Jose of a program designating a "Vestry Person of the Week" Tim noted he has not received much feedback from Vestry members indicating interest in this idea at this time. The Executive committee does remind Vestry members to please wear the lanyards with the yellow ribbons so that members and visitors may readily identify them as Vestry members. Fr. Andrew will announce in worship this system of identifying Vestry members.

Tim expressed his great appreciation and thanks for the wonderful work Doug Galke has done as Junior Warden. Tim knows from experience it is a tough job!

Fr. Andrew shared the Rectors report.

The service here last night of Hope, Light, and Remembrance was very meaningful and moving. Fr. Andrew expressed his appreciation for being able to share this service with Rumble Presbyterian clergy.

The hanging of the greens began today in the Sanctuary. Many thanks to Buddy Fore and everyone who worked with him for all their hard work.

The 5PM Christmas Eve service/children's Nativity pageant will be livestreamed.

Fr. Andrew continues to monitor the COVID-19 local situation closely with the trusted team of medical professionals in the parish who he has relied on for guidance throughout the pandemic. There are no additional recommendations from the Diocese currently.

Fr. Andrew will be leading an Advent study on 3 Friday mornings. The Rectors Forum will return in January.

Fr. Andrew plans to resume offering nursery in early 2022. He wants to rehire nursery workers as soon as possible. He also wants to start Children's Christian Formation again soon.

Fr. Andrew expressed his immense thanks to Doug Galke for his wonderful dedication to the work of Junior Warden. He also expressed his gratitude to the four outgoing Vestry

members-Sterling Hutcheson, Gigi Poole, E.B. Springs, and Jim West. Andrew noted he feels a specific sense of connection to these outgoing Vestry members as they are the last ones rotating off the Vestry who were part of the Vestry who called Andrew to his role as our Rector. He remains very grateful to all of them for their leadership and talents.

When he is reflecting on this past year Andrew notes when 2021 began all services were offered online only. Our parish has adapted to reopening and has figured it out while Andrew and Amanda have adapted to life as a family of four! He remains very grateful to our parish and the fact that it is open and welcoming to all people.

Fr. Andrew led a devotion for the close of day to end the meeting.

Roy McCraw made a motion with a second from Marjory Holder to adjourn the meeting.

Respectfully submitted,
Elizabeth Sudderth, Clerk of the Vestry