

St. Mary of the Hills  
Vestry Minutes: December 15,2020  
Via Video Conference

Members Present: Chip Myers (Sr. Warden), Tim Silver (Jr. Warden), Jim West, Doug Galke, E.B. Springs, Roy McCraw, Sterling Hutcheson, Jane Milner, Crawford Cleveland, Bill Furr, Lisa Kaufmann, Gigi Poole

Members Absent: None

Others Present: Fr. Andrew Hege (Rector), Elizabeth Sudderth (Clerk), Amanda White (Treasurer), Fr. Sam Tallman (Priest Associate), Marjory Holder, Patty Patella, (Incoming Vestry Members)

Fr. Andrew called the meeting to order with prayer at 5:30pm.

Sterling Hutcheson made a motion to accept the meeting agenda as presented by Fr. Andrew. Chip Myers seconded the motion.  
The Vestry approved the motion.

The minutes from the previous meeting were shared.

A needed correction was noted. In the section reporting on the Diocesan Convention the word Epsilon needs to be replaced with the word Absalom. The Clerk will make the needed correction.

Chip Myers made a motion with a second from Gigi Poole to accept the minutes from the previous meeting with the necessary correction.  
The Vestry approved the motion.

Leadership Check In:

Andrew asked those present to share where they are experiencing grace or hope in this challenging time. Some examples shared were: meeting a new great grandson, hope felt at the progress of the COVID-19 vaccine, gratitude for Fr. Sam continuing on the board of the Valle Crucis Conference Center, making contact with parish members who we haven't seen in so long or whom we haven't previously known well while checking on folks, gratitude that family members have recovered well from COVID-19, happiness for the end of a semester!

Fr. Andrew shared his gratitude for colleagues in ministry such as Rev. Kathy Beach at Rumpel Memorial. The two of them are co-leading a Service of Hope and Light this coming Monday via Zoom.

Amanda White shared the treasurer's report.

The financial report was shared with the Vestry members prior to the meeting for their review.

The parish income is still exceeding expenses; overall we are in very good shape. So far this year we have collected 84% of pledges.

In the audit this year Jim Runyon suggested that restricted account 7000-01 (Temporary Holding Account) be zeroed out before the end of the year.

Amanda suggests moving the balance in the account into the general operating account prior to the end of this year.

Bill Furr made a motion with a second from E.B. Springs to do so.

The Vestry approved the motion.

Chip Myers made a motion to accept the treasurer's report.

Tim Silver seconded the motion.

The Vestry approved the motion.

Fr. Andrew shared the suggestion of the Finance Committee that a motion be entertained to adjust the balance sheet by capitalizing the organ at \$698,000 and adding \$470,800 to the value of the building. This action would be completed with adjusting journal entries.

Discussion followed. A question was asked as to whether this would affect our insurance rates. This is not known.

Fr. Andrew noted that our insurance carrier did a walk-through of the building last year to evaluate whether or not our property and assets are insured adequately. They looked thoroughly at all areas and items including the organ and silver, etc. The carrier determined the church and contents are adequately insured.

Roy McCraw made a motion to adjust the balance sheet as described above.

Bill Furr seconded the motion.

The Vestry approved the motion.

Fr. Andrew reviewed the 2021 proposed budget which was distributed to the Vestry prior to this meeting for their review. Fr. Andrew stated this proposed budget was approved unanimously by the Finance committee.

Fr. Andrew shared that to date the parish has received 124 pledges totaling \$444,151. The Finance committee believes a total of between \$460,000 and \$470,000 will be pledged when all pledges for the upcoming year are received.

Chip Myers made a motion with a second from E.B. Springs to accept and adopt the 2021 budget as proposed by the Finance Committee.

Discussion followed. A question was asked as to whether or not cuts will need to be made to avoid a deficit budget. Fr. Sam pointed out this will not be needed due to the fact that the PPP loan the parish received will be forgiven fully. Fr. Sam also shared that the real financial crunch of the pandemic is likely to come in 2022 according to the Diocesan financial outlook. A question was asked regarding how much of a cash reserve is appropriate for our parish. The prevailing opinion of the finance committee is that having between \$70,000 and \$90,000 on hand is seen as a healthy financial position. Due to the diligent work of the finance committee under the leadership of the previous treasurer, Bob Miller, this has been attainable.

The Vestry approved the motion.

Fr. Andrew requested a motion to approve the required clergy housing allowance. This documentation is needed for the appropriate preparation of his tax return. The document if approved will be signed by the Clerk and will affirm the clergy housing allowance for 2021 of \$50,000.

Bill Furr made a motion to approve this clergy housing allowance.

Jim West seconded the motion.

The Vestry approved the motion.

Fr. Andrew nominated the following Vestry officers for 2021:

Elizabeth Sudderth: Clerk

Amanda White: Treasurer

Doug Galke: Junior Warden

Tim Silver: Senior Warden

Gigi Poole made a motion to approve the nominated Vestry officers for 2021. There were several seconds to the motion.

The Vestry approved the motion.

Fr. Andrew proposed a motion to approve 2 corporate resolutions which need to be signed by the Clerk:

- 1) A document for the bank authorizing the new wardens to have access and authority regarding bank accounts at First Citizens Bank and other financial transactions as detailed for the parish along with the rector and the treasurer
- 2) The clergy housing allowance resolution referenced above and approved at this meeting

Sterling Hutcheson made a motion with a second from Roy McCraw to approve the signature of these documents by the Clerk.

The Vestry approved the motion.

Fr. Andrew will forward both documents to the Clerk as approved. She will sign and return to the church office.

The Outreach committee allocation proposal for this month was shared. An allocation of \$448.00 was proposed to Episcopal Relief and Development.

Jane Milner made a motion with a second from Lisa Kaufmann to approve the requested outreach allocation.

The Vestry approved the motion.

Tim Silver shared the Junior Warden's report.

The leak in the sanctuary has stopped for the moment. 4FortyFour construction made repairs at a cost of \$224.00. If the leak returns, they have a phased plan of repair steps to implement if necessary.

Tim is still waiting on an estimate from the same company to repair the concrete sidewalks.

The church is DRY!!

Chip Myers did not have new business to report this month. He thanked the Vestry for their support of him and their devotion to the church during the past 3 years as he served as Senior Warden.

Fr. Andrew and the entire group expressed their sincere gratitude to all the outgoing Vestry members.

Fr. Andrew shared the Rector's report.

Andrew reflected on the passage of time and some examples of how time has been marked in our parish since the beginning of the pandemic: 40 Sundays since we have been able to gather together as a full congregation and 9 Zoom Vestry meetings. Andrew noted that even so, our parish and our ministry is still alive and well even as our doors are shuttered. He has been inspired daily by our caring for and loving one another.

Andrew noted we have still had the occasional technical glitch. We will continue to use Zoom as our "host" for Sunday morning worship services for now. YouTube is not the best option but our services can still be accessed there.

Fr. Andrew will share plans for Christmas Eve and Christmas Day services later this week. There is a possibility of offering 1 or 2 outdoor Eucharists depending on the weather and how things stand with the pandemic numbers. He reminded Vestry members of the service of Hope and Light he is co-leading with Rev. Kathy Beach from Rumple Memorial on Monday, December 21.

Fr. Andrew asked each Vestry member to write to a group of parish members who have pledged to the church. The church will supply note cards and a list of members for each Vestry member.

Fr. Andrew made a proposal for a motion to provide holiday gifts to each lay staff member in the following amounts:

- 1) Greta Wilson           \$300.00
- 2) Bill Stroh             \$300.00
- 3) Joe Raulerson        \$200.00
- 4) Jim Bumgardner     \$200.00

Gigi Poole made a motion with a second from Sterling Hutcheson to approve these holiday gifts for lay staff members.

The Vestry approved the motion.

Fr. Andrew gave some end of year updates.

The church office will have limited hours of operation during the week between Christmas and New Years Day.

Andrew expressed again his immense gratitude to the outgoing Vestry members; Chip Myers, Jane Milner, Crawford Cleveland, and Bill Furr. He

noted that serving as Vestry during a time of transition as we welcomed a new rector is never easy; add to that a pandemic. He noted they have served with grace and God's love. He expressed special gratitude to Chip Myers who took on immense challenges as Senior Warden these past 3 years. Chip commented he is so grateful to Andrew and noted he had a very special feeling about him from the beginning.

Andrew shared he is sending small gifts to the outgoing Vestry members as a token of appreciation.

A devotion was shared to close out the meeting. Chip read the lesson from Isaiah.

Chip Myers made a motion to adjourn the meeting at 7:03 with a multitude of seconds.

The vestry approved the motion.

Respectfully submitted,  
Elizabeth Sudderth  
Clerk of the Vestry