

St. Mary of the Hills
Vestry Minutes, February 16, 2021
Via Video Conference

Members Present: Tim Silver (Sr. Warden), Doug Galke (Jr. Warden), Marjory Holder, E. B. Springs, Patty Patella, Roy McCraw, Sterling Hutcheson, Jim West, Faith Jones, Lisa Kaufmann, Gigi Poole, Chip Monroe

Others Present: Fr. Andrew Hege (Rector), Elizabeth Sudderth (Clerk), Amanda White (Treasurer)

Fr. Andrew opened the meeting with prayer at 5:33pm.

Faith Jones made a motion with a second from Gigi Poole to accept the meeting agenda as presented by Fr. Andrew.

The Vestry approved the motion.

Jim West made a motion to accept the minutes from the previous Vestry meeting.

Gigi Poole seconded the motion.

The Vestry approved the motion.

Leadership Check In:

Fr. Andrew asked Vestry members to share what they are giving up or taking on during this season of Lent. Some examples shared were reading new books, giving up watching television shows, cutting back on use of social media, meditating or praying each morning rather than starting the day by checking morning news, organizing and purging paperwork, and no use of electronic devices first thing in the morning but instead adding spiritual reading each day. Fr. Andrew shared his intent to post a prayer or Scripture reading each day on the parish Facebook page.

Fr. Andrew shared the 2020 Parochial report. This document is compiled yearly and submitted to the Diocese and the National church. It serves as an official record of services, attendance, parish programs and the parish financial position.

A few minor clerical errors in the report were noted by Fr. Andrew and will be corrected prior to submission.

Jim West made a motion to accept the 2020 Parochial report with the needed clerical corrections with a second from Faith Jones.

The Vestry approved the motion.

Fr. Andrew noted the PPP loan (which will be considered as a grant after forgiveness) does currently count towards the assessable income of the parish. That policy may be changed in the future.

Fr. Andrew shared an update on parish policy regarding public worship in this time of pandemic.

Fr. Andrew met last week with the team of medical professionals in our parish who have been leading the effort with him to review scientific advice and our local data on COVID-19 to help determine our worship practices. Fr. Andrew also shared with the Vestry a recent letter from Bishop Jose on this matter.

Based on the letter from the Bishop as well as careful consideration and prayer Andrew shared a road map of what public worship will look like at our parish beginning on March 7, 2021. At this time 2 indoor worship services celebrated according to strict COVID-19 safety protocols will be offered each Sunday morning. The Eucharist will be offered at both services; one at 8:00am without music and at 11:00 with music.

Attendance will be limited at each service to no more than 25 people including the Rector and Acolyte/Lector. Following each service the worship space will be empty for 1 hour, then will be professionally cleaned and disinfected by Servicemaster at a cost of \$95.00 per week.

This policy does not require Vestry approval but Fr. Andrew requested endorsement of the policy.

Lisa Kaufmann made a motion to endorse this worship policy.

Gigi Poole seconded the motion.

The Vestry approved endorsing the indoor worship policy.

Fr. Andrew stated the required pre-registration for Sunday services will open online on Monday mornings each week.

There will be training opportunities for ushers and acolyte/lectors to learn about COVID-19 protocols relating to these services.

Amanda White shared the Treasurer's report.

The current financial statements were shared online with the Vestry members prior to this meeting.

Amanda reported that so far this year the parish has collected 21% of pledge payments. The parish remains in a strong financial position and all 3 endowment accounts are up at this time. Amanda was asked if the finance committee is looking into any new investment options due to the large amount of cash on hand at this time. Amanda will report back to the Vestry on this at a future meeting.

A question was also asked as to whether or not any recurring expenses should be paid ahead of time with the increased cash on hand currently. Amanda will ask Joe Raulerson to check on that and she will report back.

Amanda pointed out to the Vestry the large amount in restricted account 7000-01 (Temporary Holding Account). An unrestricted gift to the parish of \$50,000 was received from the estate of Ed Springs. Amanda asked that suggestions from the Vestry as to the best ways to use this generous gift in honor of Ed be sent to her or Fr. Andrew.

Roy McCraw made a motion to accept the Treasurer's report.

Jim West seconded the motion.

The Vestry approved the motion.

Doug Galke shared the Junior Warden's report.

Regarding the repair needed to the concrete walkway, Doug is still waiting on an estimate from 4FortyFour Construction. It is now apparent that the top coat is breaking up and the color match will not improve over time. Doug reached out to Ronnie Jones Construction for an estimate. They looked at it last week and they will prepare 2 estimates for the repair reflecting 2 different levels of possible work needed. One estimate will cover grinding off the top coat and creating a slope to drain the areas that puddle up. The second estimate will cover tearing up the concrete and redoing which is obviously more expensive but should be a complete solution. They also looked at the leak in the bell tower as 4FortyFour has not completed their estimate of that project either. They saw that water is seeping through several cracks in the stonework. They will prepare an estimate for Doug on that as well.

Doug reported the possible new landscape plan will be worked on by the Executive committee. He has not received any new suggestions for another landscape architect. Two small leaks were discovered in the rear of the Sanctuary after our large snowfall in January. 4FortyFour did not respond to requests to look at the issue, so Doug had Elite Roofing come to check the roof. They could not give an accurate assessment at that time due to the weather and lack of appropriate equipment. They will come back when the weather is favorable and bring the equipment needed to give the estimate.

SkyLine SkyBest will do their installation Thursday to replace the services currently provided by Charter and AT & T. This will reduce cost and increase internet speed. The services being transferred are the internet service, and the telephone line which serves the elevator, emergency systems, and fax. The voice lines are not being replaced at this time as they are currently working reliably and the cost would increase.

Bill Stroh recently noticed one of the smoke detectors in the Nave is not working accurately. It sometimes gives off false warning signals. Our alarm company, Creekside Electronics, checked it and it needs to be replaced at a cost of \$1600. They are giving the church a \$594.18 discount from their usual price. It will be replaced as soon as possible. It has not been decided if the annual outside workday in the spring will happen this year. Last year all the work usually done on this day by a large group of parishioners fell to Bill alone. It is usually the day when a great deal of work such as weeding and mulching is accomplished. Traditionally this is done on a Sunday beginning just after the second service. One idea being explored is the possibility of doing this over a weekend rather than just on Sunday.

Doug reported Loy McGill is the new chair of the Personnel committee. A new chair is being sought for the Technology committee.

Tim Silver shared he does not have new business to bring to the meeting as Senior Warden which has not been addressed by others tonight. He is very thankful and excited to see in-person worship resuming. Tim asked that Vestry begin to think over what in-person coffee minute would look like.

Fr. Andrew shared the Rector's report.

Starting tomorrow the church will be open from 1pm to 5pm daily for individual private prayer. Cleaning in the Nave will be intensive.

Andrew reported there will be 2 online services on Ash Wednesday.

He is currently leading a study on the book "Beautiful and Terrible Things" by the Reverend Christian Brady, PhD. The author may join a session remotely at some point.

Fr. Sam Tallman is leading a study on 4 psalms on Monday afternoons.

Fr. Andrew's Rector's Forum on Sunday mornings is enjoying a Lenten study based upon the book "A Spring in the Desert" by Bishop Frank and Victoria Logue.

Fr. Andrew reported that the 2 needlepoint kneeler cushions damaged by water during one of our leaks have been cleaned and repaired and are safely back in storage. Iris Caldwell happened to speak with Greta recently and when hearing the cushions had been damaged, she supplied the name of a company in Bristol, TN who specializes in this type of cleaning/restoration. A thread of grace in this turbulent time indeed!

The Vestry shared a devotion to end the meeting.

Jim West made a motion to adjourn the meeting at 6:57pm. with a second by Gigi Poole. The Vestry approved the motion.

Respectfully submitted,
Elizabeth Sudderth