

St. Martin's Episcopal Church

Vestry meeting minutes: Aug 27, 2024, at the church.

Present: The Rev. Josh Bowron; Mike McCrohan, senior warden; David White, junior warden; Kathleen Purvis, vestry clerk; Ellen Rayburn, Stewart Rowe, Edward Woodall, Heather Carty Ward, Liza Daisley, Katie Monson.

Not present: Jen Daniel, Leo Martinez, Sarah Binder.

Also in attendance: Scott Hall and Joel Strangis, finance committee; Kay Miller, Mission Task Force; Macy and Ethan Norman, Annual Giving Campaign.

Meeting convened at 7:04 p.m. Father Josh opened with a prayer.

Agenda: An item was added to allow Edward to share his report on a new memorial garden policy. Edward motioned to accept the agenda as amended. Mike seconded. Motion carried.

Minutes: Edward made a motion to accept the June 25 minutes as submitted by Liza. Mike seconded. Motion carried.

Formation: Josh led an exercise in imagining God as our companion at a movie of our day, seeking the moment with the strongest emotion.

Kay Miller, Mission Task Force: After explaining the MTF approach of focusing the parish on long-term goals that focus on the Charlotte community, including housing justice and supporting the Gallilee Center, she asked the vestry to consider redesignating unused money in two accounts to better support the 2020-2025 strategic

plan. The accounts are the El Hogar mission, with \$1095, and the South Dakota Cheyenne River mission, with \$4696. The MTF would use the El Hogar money to support Samaritan House, which serves unhoused people who've been discharged from hospitals. The South Dakota money would be used for the Optimist Park tax-relief program, supported by the Church of Christ the King, our partner church. The fund is used to counter the impact of gentrification on low-income people in the neighborhood. This is the third year we've contributed to the program, and the money would alleviate cuts in the MTF budget.

Discussion centered on making sure the parishioners who formerly led the El Hogar and South Dakota missions know about and are comfortable with the change, and the issue of whether the money can be used to address an anticipated shortfall in making this year's budget. Kay noted that the timing is important, as the tax-relief money would be needed by November.

Motion: Stewart made a motion to table the decision while the vestry researches the bylaws to better understand the source of the money and what the vestry is allowed to do with it, and to bring the issue back at the September vestry meeting. Katie seconded. Motion carried.

Rector report (attached): After discussion, the vestry agreed to reschedule the retreat for Sept. 28, from 9 a.m.-2 p.m. at the church. (Update: Due to a conflict, Josh returned to the issue with a Doodle poll to choose another date in October.)

The retirement of music director Budd Kirby and deacon Russ Settles, who is transitioning to a new ministry in pastoral care, were both discussed. Josh will get to

request a new deacon from the diocese and has a preferred candidate in mind, who won't be available immediately.

Finance report, Scott (report attached). Our appeal to the diocese for a reduction in our fair share amount, in response to expensive repairs to the sewer system, was denied.

The diocese did provide a list of possible grants. We may or may not pursue them.

Finalizing the audit: The finance committee made two recommendations based on the auditor's suggestions.

Motion: Mike made a motion to accept the audit. Stewart seconded. Motion carried.

Auditor recommendations:

1. Credit card usage policy. Everyone on staff has a church credit card, used to order things the church needs. Checked diocesan procedures and developed a set of directions, adding safe guards. Everyone who has a church credit card has to sign it.

Motion: Mike made a motion to approve the procedures. Liza seconded. Motion carried.

2. Clergy discretionary account policy. This only applies to Josh and Justi. The policy sets parameters for what it's used for. Josh uses his credit card and notes which are discretionary fund with a code when the credit card charges are reconciled monthly. He also writes checks directly from the discretionary account. The new policy requires getting the approval of the junior and senior warden when money is provided to people. Discussion centered on the practicality of getting advance approval of wardens and the need to get a TIN or SNN when landlords are provided with more than \$599, the amount allowed by the IRS

without a 1099. It was agreed that Josh could give up to \$599 with more provided when a 1099 is received, and that wardens could be notified after the fact rather than before. The policy will be redrafted and presented to the vestry in September.

Mike noted that Scott is leaving Sept. 30. Scott asked vestry members for recommendations for his replacement as finance committee treasurer.

Annual Giving Campaign: Macey and Ethan Norman are in their second of a three-year term. This year's messaging is AIM, with a focus on individual parishioners who participate in the mission of the church. This would focus on story-telling, both to the congregation and through video. Vestry is asked to help identify 12 to 20 people, who would give 2-minute presentations between Oct. 20-Nov. 10, on why they give or why they serve the church. Each vestry member was asked to provide five names to Josh by next week.

Second angle will focus on clarifying the financial side, explaining how money is used. Aim would be new givers and motivating regular givers to increase. Josh encouraged the vestry to look at our own giving history and see if we can grow it, aiming for 100% vestry donations before the letter goes out to the parish.

Senior warden; report submitted: The Mothership has asked to use the area dubbed "No Man's Land," an overgrown space behind the church, to create a small garden for teaching purposes. They would assume all responsibility for it. Motion: Katie made a motion to approve the request. Edward seconded. Motion carried.

Mike is also negotiating with the Mothership to increase its space by using the choir room, instead of the previous plan to divide and renovate the Sunshine Room. That would increase their square footage and their monthly rent, while saving money on renovations.

Junior warden (report attached). David addressed the recent water stains on the fellowship hall ceiling. The vestry thanked David for all the things he accomplishes.

Memorial garden: Edward distributed a draft of new policies and asked the vestry to study suggestions. We'll vote at the September meeting.

Stewart made a motion to adjourn. Mike seconded. Meeting adjourned at 8:53 p.m.

Minutes submitted by Kathleen Purvis, vestry clerk.