

February 24, 2022 at 6:30p - Vestry Minutes

Attendance

Denise Crenshaw, Caroline Widak, Mary Brown, Ruth Boeder, Jose Rodriguez, Anthony Mitchell, Howard Matthew, David Jackson, Anthony Mitchell, Emily Williams Guffey, John Leney, Claire Brown, and Stephanie Wren

Meeting started at 6:30p.

Opening prayer by Ruth Boeder.

Welcome and Introductions

Emily began introductions as requested by John Leney. Each member provided a short introduction and biography about themselves.

Orientation

Election of Secretary

Election of Stephanie Wren as Secretary. Motion by Ruth Boeder. Seconded. All in favor. Motion passed.

Bylaws

There are three governance documents: canons on national level; each diocese has its own set of canons not to supersede national canons; and CCD (local churches) have bylaws. The bylaws define meetings intents and purposes, organization of vestry, how to handle problems which arise. Bylaws are located on Google Drive.

John and Emily in coordination with Beth Ann to excavate Google Drive regarding access issues for Vestry.

Vestry Resource Guide

The resource guide walks one through the ministry of the Vestry. Helpful to know there are guidelines.

Committee Organization Chart

Look through the chart when you have the chance. Emily asked for volunteer liaisons. Ruth Boeder volunteered for building and grounds liaison. Caroline Widak volunteered for the outreach liaison position.

Sign-Ups

Volunteers are needed for the opening prayer. Regarding sharing dinner for in-person Vestry meetings, volunteers are needed to provide dinner. Sign-up sheets are available on Google Drive. Vestry announcements are covered through the end of March. The sign-up sheet is on Google Drive. As it relates to the opening prayer, you select the prayer that you want to pray. Collect can be used or The Book of Common Prayer.

Approval of Minutes From the January 2022 Vestry Meeting

Motion to approve the January 2022 Vestry Meeting Minutes was made by Mary Brown and seconded by Denise Crenshaw.

Committee Reports

Finance Report (Howard)

Statement of activities for January 2022. Pledge numbers well above budget. Some pledges for 2022 were paid in full in January 2022. This discrepancy needs to be straightened out. The associate rector reimbursement for the diocese was above what was budgeted. Simply due to the shortfall for Reverend Anthony. The budget number is somewhat low. Not sure why. The annual budget for 2022 is low as well. It should be looked into. Cleaning services was roughly twice the amount of the previous month. The finance committee recommends not approving the January 2022 statement until the pledges are approved.

Buildings and Grounds (Howard)

Currently waiting for the custom made tiles from Detroit Tile Company. Upon arrival they will be installed. As it relates to internet connectivity, presently, only the fiber optic cables themselves are installed; the internet connection has not yet been turned on.

As it relates to waterproofing of the basement, there was a major flooding event over the summer. The solution to flooding and waterproofing is still under discussion. We need water management or a holistic approach for multiple issues. Waterproofing the basement will not solve the problem if the drains are blocked.

As it relates to the Franklin Street slope, the plan is to hire a landscaping company for maintenance.

Master Plan Proposal (Howard)

Importance in terms of prioritizing capital campaign and long term viability of building and grounds. Quinn Evans wants \$26,000 for the plan. Comprehensive assessment of CCD's building and grounds concern. Regarding fees, it was not in the operating budget. It was in the capital campaign budget. Regarding the terms and conditions of the proposal, can CCD's attorneys look through the terms and conditions of the proposal? The proposal will go back to finance and then bring it back to the committee.

****Note: On Saturday March 5, 2022, after discussions with the building and grounds committee, the finance committee, and the capital campaign committees, John Leney initiated an email correspondence regarding approval of the Quinn Evans Master Plan Proposal. There were two motions on the table. First, whether all committees were in favor of having QE perform the work to develop a master plan as proposed. Second, whether all were in agreement that the funding (\$26k) should come from the Capital Campaign. By March 7, 2022, both motions passed.****

Capital Campaign Policy Document Review (Emily)

Capital Campaign steering committee policy review. Final clarity from the steering committee before a formal motion to accept.

Capital Campaign Budget Review (Emily)

The proposed administrative budget will come out of funds raised from the capital campaign. Approve budget for administrative costs. Denise moved. David seconded. Approved.

Other Business

There was none.

Bible Study

Luke 9:28-36

Closing Prayer

Meeting Adjourned