

**Vestry Minutes for the Regular Meeting of January 2021
Grace Church, Lexington
Zoom Meeting**

The Conversion of St. Paul the Apostle, January 25, 2021
5:00 - 6:30 p.m.

Call to Order 5:00 pm

Fr Tuck

Meditation

David Connolly

David's meditation was about asking ourselves these questions: How can we see/conserve Christ in all persons...loving our neighbors as ourselves and how are we becoming Beloved Community? How will we grow as reconcilers, healers and justice bearers? What activities, practices, learning and experiences could transform us? How will we share stories and grow relationships? He shared some of his experiences that touched on these questions. He learned that we really don't change our behavior by what we learn. There is a poor correlation between our attitudes and our behavior, but our behavior can influence our attitudes. He feels that what is reflected in Becoming a Beloved Community is getting out and getting together with people and doing meaningful things and letting God work in us in that way.

Vestry Oath

Lisa McGuire

Diocesan Canon 11, section 10, states: Before assuming office, every person chosen as a Vestry member shall qualify by subscribing the following declaration and promise ... No person shall act as a Vestry member until this declaration and promise have been subscribed to. This declaration and promise shall also be subscribed to by any person who has previously served as a Vestry member and is later re-elected.

"I do believe the Holy Scriptures of the Old and New Testaments to be the Word of God and to contain all things necessary to salvation; and I do solemnly engage to conform to the doctrine, discipline, and worship of the Episcopal Church; and I promise that I will faithfully serve as a member of the Vestry of Grace Episcopal Church in Lexington, according to my best knowledge and skill."

Election of Wardens, Clerk, Treasurer

- The following have accepted nomination for Warden: Liz Moss, John Milford (Note: Church Canons do not distinguish between Senior and Junior Wardens. In our By Laws, it is a distinction without a difference since the only difference in authority is enumerated in Article VIII sec 3.
- The following have accepted nomination for clerk: Lisa McGuire
- The following have accepted nominated for Treasurer: Buster Lewis

Is there a motion to close nominations or are there additional nominations? Motion to close nominations requires a second and a vote.

Rob moved to close the nominations; Cecile seconded.

(In the event the number of nominations is equal to the number of open positions a motion to cast a single ballot by voice vote will be in order.)

Carole moved to cast a single ballot by voice; David seconded.

Section 1. Elections of Wardens. At least three members of the Vestry with a minimum of one year remaining of their three-year terms shall be appointed by the outgoing Senior Warden to serve on a Committee to nominate the two Wardens to the Vestry for the coming year. The nominating

committee shall nominate the Wardens from the remaining Vestry members who have at least one year of service remaining on their current terms. In addition to recommendations from the Vestry Nominating Committee, nominations from Vestry members at the time of the election at the first Vestry meeting in January shall be permitted. Elections shall be by written ballot. In the event of a tie vote on the first ballot for any Warden, further ballots shall be cast among the tied candidates.

Article VIII sec 3 The division of duties between the Wardens shall be determined by the Senior Warden with the concurrence of the Junior Warden and the Rector. Specifically, the combined duties of the Wardens shall include the following: a. provide guidance and counsel to the Rector; b. in concert with the Rector, provide supervision and maintenance of all Church property, real or personal (other than securities and cash); c. at the request of or in concurrence with the Rector, or in the absence of the rector, to preside at meetings of the Parish and the Vestry;

Vestry Approved Liz Moss, Sr. Warden, John Milford, Jr. Warden, Lisa McGuire, Clerk, Buster Lewis, Treasurer

Delegation of Authority to make personnel contracts

In accordance with Article V Section 3. Delegation of Authority and Duties. The Vestry may delegate to the Rector, Wardens, and/or Treasurer generally, or in particular cases, the authority to execute contracts, deeds and mortgages as permitted by these Bylaws and by the laws of the Commonwealth of Virginia, leases, bonds, notes, checks and other instruments which may be deemed necessary or proper and in accordance with these Bylaws. With the concurrence of the Rector, the Vestry may appoint or authorize the appointment of any standing committee or ad hoc committee or advisory group that it deems desirable. Any such standing or ad hoc committee or advisory group shall be accountable to the Rector and the Vestry.

RESOLVED: The Vestry delegates to the Rector and Wardens and Treasurer the authority to execute contracts, checks and other instruments which may be deemed necessary or proper for purposes and projects already approved by the Vestry, including employee and vendor contracts and, in consultation with the chair of the Finance & Investment Committee and the Chair of the Strategic Financial Planning Committee, to execute financial decisions related to funds held at Edward Jones.

Vestry Approved.

[Finance Committee Resolution to allow Executive Committee, in consultation with the chair of the Finance and Investing and Strategic Finance committees, to make timing decisions on authorized financial matters.

It is best to have some flexibility and efficiency in the timing of financial transactions once they are authorized. Currently the Vestry leaves these timing decisions up to the Finance Committee. If the Executive Committee of the Vestry can conference with the Chair of the Strategic Financial Planning Committee, the Chair of the of the Finance & Investment, and the church's financial advisors, some financial decisions can be made without waiting for the entire Finance and Investment Committee, which typically meets once a month.

RESOLVED:

That an Executive Committee consisting of the Rector, the Senior Warden, the Junior Warden, and the Treasurer, in consultation with the chair of the Finance and Investing and Strategic Finance committees, can make financial decisions for the church for projects already approved by the Vestry (eg. Chancel, Organ, Loan payments) and report on any action taken at the next meeting of the Finance and Investing Committee.

Approved by Finance & Investment Committee 01202021]

- **Nominating Committee** Punk Dod, Judy Schram, Cecile West-Settle, Wardens charged with presenting nominations for
 - 2021 Vestry elections
 - 2022 Diocesan Convention and Convocation
 - 2022 Gadsden Vestry Member
 - Unfilled Committee Chairs
- **Appointment of Co-Archivist** Lynwood Dent
- **Appointment of Committee Chairs per Standing Committee attachment**

Appointment of Chancel Capital Campaign Committee Rob Minor accepted the role of Chair for the Chancel Campaign Committee. Bob Glidden, Dennis Cross, Gail Dickerson, Liz Moss and Bill McCorkle accepted appointment as members of the committee. Members of the Vestry are invited to attend all CCCC meetings

Information

- **Safe Church** – information is provided in Vestry Notebooks. Safe Church training must be updated every 3 years. You should read the policy and sign the affidavit. If you have not had Safe Church training contact Sharon Massie to set up a time to train.
- **Bookkeeper: ADP contract for Payroll** – We have signed up with ADP payroll service to alleviate problems we have been having with our accounting software. The cost is approximately \$100.00/month.
- **Returning citizens housing** – We have developed a network of support for the returning men, but we need help locating housing. Please help get the message out. We are looking for a rental in the city of Lexington. It will be easier for them to re-socialize, get to work and any other meeting they need to attend.
- **Diocesan Convention and worship** “Drop-in” visitors are always welcome to watch the proceedings of Convention live at any time via the diocesan YouTube Channel at <https://www.youtube.com/channel/UCGHvFPczsDp186aK9hRZpyQ> Online registration continues until 12:00 p.m. on Thursday, January 28, 2021. Please visit the diocesan website at <https://www.dioswva.org/convention-registration.html> Visitor registration is preferable so they can receive helpful information about Convention. If you need registration assistance, please email Elizabeth Bishop at ebishop@dioswva.org
- **Narrative Questions for Parochial Report to be completed with each committee** – Please answer the narrative questions and get them back to Lisa in the next couple of weeks. Also, the Vestry will need to answer as a group a racial justice question. This is also located in your packet. You may answer it individually and then we will answer it together at the February Vestry Meeting.
- **Mission (see Rector’s Report) for future discussion with committee chairs and liaisons** Church Mission (catechism of the church) – with a focus on Students, Racial Reconciliation/Becoming Beloved Community, LGTBQ+ (safe space).

Motion: All committee reports, Treasurer’s Report, Rector’s and Wardens’ Reports, and Vestry Minutes for Vestry meetings are received each month as part of a Consent Agenda. *Requested changes to reports and questions are in order and welcome.*

Consent Agenda – our agreement as a Vestry is that we will receive by consent the minutes of the previous meetings, the Treasurer’s report, the Rector’s and Warden’s reports and committee reports. Issues within the reports may be addressed by Vestry members if needed. **Approved by Vestry**

Wardens’ Reports

Vestry Minutes for January 5, 2021, December 21, 2020

Rector’s Report 01252021

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Treasurer's Report

Committee Reports

- Administration and Personnel
- Capital Campaign
- Christian Education Committee
- Christian Outreach Committee
- Finance Committee
- Property Committee
- Stewardship Committee
- Worship Committee

Old Business

- Approval of revised K&L Contract for \$867,000 Attached

A question was raised to add back in the lighting for the Chancel and the painting of the Nave to the contract. A discussion was had by all the Vestry members, having time to give their thoughts on the proposition. The interest by the members was to stay as close to \$900,000 as possible, and only add the lighting and not the painting, it would bring the budget to about \$920,000 financed.

The Vestry moves to increase the budget to \$920,000 financed the same way, adding in Chancel lighting if it can be done under \$920,000. **The Vestry Approved the Motion**

- Cemetery Plots

Resolved that Grace Church let it be known, discreetly, to the community (such as hospice organizations, relief organizations, and/or other churches, etc.) that a burial plot is available for a deceased person (that need is more acute now in the pandemic) when the lack of a burial plot poses a problem and/or an unmanageable expense for the grieving survivors. Each such use would be approved by the vestry, even after the gift is made, in spirit of grace and love. **Approved by Vestry**

Background:

[**March 19, 2018 RESOLVED** that the parish acting through the Treasurer, sell to the City of Lexington the six (6) cemetery plots at Stonewall Jackson Cemetery that were transferred to R.E. Lee Church in 1985, and that the \$300 be added to Phase II of the 2018 Capital Campaign.

Moved by Woody and seconded by Tracey. Catherine asked is this the going price. City will not honor a transfer, Greg and Don met and this is the only option. Members felt that there needed to be further discussion with the city. **Motion to table the vote was made by Susan, Catherine seconded. Susan and Catherine will meet with the city to determine options.**

This motion passed.]

New Business

- **Charge Admin and Personnel with updating By Laws this year** **Approved by Vestry**
- **Charge Chancel Capital Campaign Committee**
 - The Vestry charges the Chancel Capital Campaign Committee with
 - completing a capital campaign with a goal of \$460,000 and a Stretch Goal of \$570,000 by or before June 2021,
Stretch goals:
 - Financing costs estimated at \$50,000 over four years,

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- Narthex encaustic tile and Nave painting estimated at approx. \$60,000.
Total \$570,000 (if the budget comes in at \$867,000).
- To submit for Vestry approval by or before our February 22 meeting a campaign case statement and time line.
- To recruit and train others as appropriate for accomplishing this work. **Approved by Vestry**
- **Request to Gadsden Committee for 2021 Grant** – David Connolly will look into the grant process.