

**Minutes of the Vestry
St. Mark's Episcopal Church
November 19, 2018**

Call to order: Present: Rev. Roy Tripp, Senior Warden Barney Forsythe, Junior Warden Westley Byrne, Beth Campbell, Patty Crower, Linda Finnin, John Moses, Jim Rowe, Mike Seymour, Lewis Tabb, Charlie Davis

Absent: Tom Miller

Guest: Dave Strange

Opening Prayer: Roy opened the meeting with a prayer.

A Modified Consent Agenda was approved. Because of the extensive agenda the Vestry agreed to have two meetings. The first meeting was on November 19; the second will be held on November 26.

The Minutes of the October 2018 Meeting were approved as modified.

Reports from Parish Committee Liaisons:

Treasurer's Report: The modified Oct. budget was approved. Lewis said the statements for Oct. include our expenses for Kanuga which were paid in November and the Dominican Republic scholarship campaign, as well as contributions for the Capital Campaign and a separate contribution to allow us to pay down the mortgage. Current building expenses were covered. Our operating income is good.

Old Business:

- A. Annual Ministry Review: We had 96 people who responded. The Vestry will have a separate meeting to continue the review; it will be held Nov. 26 at 4:30PM.
- B. Buildings & Grounds: Westley & Dave said the work on the doors, locks, front steps and railing, and church signs is scheduled to begin Dec. 3.
- C. Trunk or Treat: Mike said those who came were enthusiastic and the event was well attended. He noted the event was not just about the kids but the spirit and intentions of the participants. The vestry voted to allocate the excess donations to the Rector's discretionary Fund.
- D. Vestry nominations for 2019: Mike said the slate of proposed nominees was presented to the Vestry; candidates will be contacted and asked their willingness to serve.
- E. Electronic Voting: Jim will submit a proposal for the Dec. Vestry meeting.
- F. Budget Development Process: Lewis suggested said we should consider a 17% increase in budgeted funds to around \$330,000-340,000. We are not factoring in an increase in unpledged receipts. As of Nov 18 we have received 98 pledges for \$276,000 of our current budget for 2019 of \$338,000. Of these pledges, 19 were new, 28 of the previous year's pledges had increases, while 38 of the previous year's participants had not yet pledged. Lewis will send out a draft budget to all vestry members. It was agreed that the vestry members would make follow-up calls as necessary and appropriate. Patty said we should coordinate our presentations with church feast days.
- G. ECF Capital Campaign Proposal: John asked those present to review the proposal submitted by the Episcopal Church Foundation to provide Discernment and Feasibility Study services to St. Marks. Jim

Buggy will be the assigned consultant and will moderate a final discernment meeting once the detailed plans and pricing are available from the architects, probably in late January. Following this meeting, the campaign would proceed to a feasibility study to determine the level of interest and commitment of potential lead donors as well as the parish members as a whole. The Foundation will prepare a written report and recommendations for setting a campaign goal based on the study results. If the Vestry decides to proceed with a campaign, the Foundation will draft a proposal for campaign support. The Foundation's proposal was approved by the Vestry, subject to further discussion on timing. The vestry agreed to hold a congregational meeting in late January or early February [after the annual parish meeting on January 20] to inform parishioners of the plans for the capital campaign. Barney will meet with the Fredericks to determine if they can meet the time line for having architectural plans and cost estimates.

New Business:

- A. Handicap Parking: Roy will seek permission from the town for two designated spaces in front of the church.
- B. Outreach and Mission Report" Jim said last week's art fair fundraiser – sponsored by St. Marks O&M Committee for the HELP food pantry --- resulted in our giving over \$1,200.00 to HELP. St. Marks also participated in "The Giving" [an annual effort to distribute food to the needy in our community]. A final report on our participation in "The Giving" will be forthcoming. Roy is seeking \$200.00 to defray expenses for his upcoming trip to the Dominican Republic; the Vestry approved. The O&M committee also approved a \$1000.00 donation to ERD for hurricane relief.
- C. Storage Unit/Shed: Roy will give a recommendation.

Extension of the meeting: The Vestry approved an extension of time by voice vote.

Use of St. Marks facility. If others are going to use our facility we need: to seek a donation [not a fee] from users] as well as ensure there is adequate insurance as well as appropriate restrictions. Patty volunteered to edit the draft rental agreement based on the feedback from vestry members.

Visioning Together: Due to time constraints this segment was deferred.

Going Round the Table.

St. Marks has a defibrillator.

A question was asked: "What decorations are we planning to have for Christmas?"

Beth said the diocesan convention meeting was very affirming of St. Marks.

Lewis said St. Helena's "Church on the Beach" on Fripp Island recently had some 100 participants.

Barney proposed and the Vestry passed a resolution to engage the Episcopal Church Foundation for the capital campaign.

Roy closed the meeting with a prayer around 6:30PM.

Respectfully submitted,

Charlie Davis, Clerk