

August 20, 2019

**IONA-HOPE EPISCOPAL CHURCH**  
**Minutes of the Vestry**  
**August 20, 2019**

**Attendees:**

The Reverend Ray Buchanan

**Vestry Members:**

Joe Mulino, Sr. Warden

Ray Zentis, Jr. Warden

Margo Farrara

Robin Mills

Evelyn Reynolds

Andi Jerger

John Thomas, Assistant to the Treasurer

Patricia Ingram, Clerk of the Vestry

Ken & Donna Owens, Church Staff

**Guests:** Fr. John Gamble, Patrick Hunt

**Absent with Apologies:** Bob Earl, Debbie Prather, Steve Walsh

**Opening Concerns & Prayers:** - Fr. Ray

- Fr. Ray opened the meeting at 5:00 P.M. with An Order of Worship for the Evening Vestry Meeting. Fr. Ray asked for any prayers/celebrations. Evelyn asked for prayers for her brother Howard who is having total hip replacement and her brother Jack who had a heart attack last month; Ray Z. offered celebration for his wedding anniversary; Margo asked for continued prayers for Amy.
  
- **Information:**
  
- **Approval of Minutes:** Fr. Ray asked members to review July minutes. Fr. Ray asked for any additions/corrections, none. Joe motioned to accept as submitted, Andi seconded, July minutes approved to be accepted as presented.
  
- **Group Ministries and LIFE Report:**
  
- Margo advised she has been keeping the Friday nights groups advised about what is going on with the construction, further advised AL anon has been concerned with their position in moving, Margo meeting with them in private, good for now.
  
- Robin commented on the ALF Ministry, went to a service, blown away by how good our ministry is, Trish Keiser organizes it, they have a complete service, lessons, gospel, and deliver a small homily prepared by the people in ALF, which he stated was very well done. Robin added they have music prepared by Loren. Robin stated it was one of the most spiritual mornings he has ever been to. Robin continued stating he believes we need to publicize how good this ministry is, need people, especially in the summer, need to publicize so people will get interested in participating. Thought it was tremendous. Robin added he thinks we should publicize some other ministries as well.

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- **Announcements:** -Fr. Ray
- Fr. Ray asked Vestry if the September Vestry and Finance Meetings can be moved from September 10<sup>th</sup> to the 17<sup>th</sup>. Fr. Ray explained Debbie will just be getting back into town, if she is back, and Joe will be out of town. No objections.
- Fr. Ray referred to an email sent to members regarding Vestry turnover this year, advised Andi, Bob and Steve are the members rolling off, all are eligible to stand for re-election; Andi and Bob were appointed, can stand for 2 more terms; Steve was elected, can stand for 1 more term. Fr. Ray advised Andi and Bob have indicated they will stand, Steve has indicated he will decline. Fr. Ray further advised Steve is concerned he is not able to contribute the 5 months out of the year he is gone. Fr. Ray continued stating we need to start considering and inviting folks to stand, advised must be communicant in good standing, meaning regular attendance and be on record as having pledged this year.

Fr. Ray asked for any further announcements, none.

- **New Facilities** - Fr. John
- Fr. John asked for any comments regarding his Executive Summary (copy attached hereto).
- Fr. John advised on updates since 8/12, the date of his last note - from Victor Latavish, we still do not have any shop drawings from the modular group, Victor lost all documentation during the flooding down in Naples last year, have been looking for the shop drawings on these buildings, none here, he had them but they were lost, eventually Victor found them through Lee County.
- Fr. John advised what they found is that behind 2 walls in the multi-purpose room there are two posts that will stay, Fr. John has asked Victor to check with the engineers at the modular company to make sure these walls did not provided lateral support for the columns, and if they did, Fr. John wants to see them wrapped in ply wood to stabilize them. Fr. John continued advising that the other issue is in the library where the wall comes out and meets the perpendicular wall in the hallway, that wall is not moving back, there is a column in that corner of the wall, that will stay.
- Fr. Ray asked for confirmation that there will be a cost to wrap the two columns in the multi-purpose room and then a deduction for not moving the wall.
- Fr. John advised yes, and added he believes the credit should be greater than the expense.
- Fr. John advised, from Bruce Downs, the Performance Bond has been issued, invoice received and approved, Marnie has written a check. Fr. John continued advising, also from Bruce, no shop drawings.
- Fr. John advised he has received a schedule of value, so when any billings from Compass are received Victor and Fr. John will know what is being charged and what percent is being charged.
- Fr. John advised the Safety Letter has been received, forwarded to Victor, will go to County with new shop drawings, nothing to the County until modular shop drawings are received.
- Fr. John advised this afternoon he received several calls from Ben Foley regarding Homecoming, the niches are all finished, wanted to know if we wanted to have them delivered. Fr. John advised he told Ben no, when we are ready, we will let him know, they will store. Fr. John continued advising Ben asked him if we had a date for construction, Fr. John told him he is still looking at October 1, will all depend on receipt of the shop drawings, and the timely review by Lee County.
- Fr. John advised the other question Ben had was regarding the font size and granite colors for the niches which he received in an email while Fr. Ray was on vacation, has forwarded Fr Ray.
- Fr. John advised he has sketches of where the posts are and what it will look like in the future where the tables are being set.

Fr. John asked for any questions.

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- Robin inquired if the niches will be done after the Gathering Place is disassembled.
  - Fr. John advised that is correct, added it will probably be somewhere around February/March.
  - Robin commented they will have to store for a significant amount of time.
  - Fr. John advised yes, but once the go ahead is received from Lee County and they have reviewed the schedule with Compass, they will let him know. Fr. John further advised he told Ben we are 4 or 5 months away.
  - Robin asked Fr. John for his best bet when we will start.
  - Fr. John advised October 1.
  - Robin inquired if this is typical.
  - Fr. John advised it is not typical, asked Victor if he has any problems with Lee County and Victor advise him no. Fr. John advised Victor told him he just submitted for a \$15,000,000 project and the permits took 3 weeks. Fr. John continued advising when he and Victor went downtown, they were told 1 permit, so all documentation was done that way, when documents were submitted, they came back and said they want 7 permits, even one to remove and move the shed, and one for pulling up landscaping during demolition.
  - John inquired if Fr, John thinks it has anything to do being tax exempt.
  - Fr. John advised he does not believe so, thinks there may be something underground that we don't know about.
  - Fr. Ray advised a similar thing happened with Peace Lutheran, ending up meeting with the County Commissioner.
  - Fr. John added the County Commissioner called in the staff to ask why they were not yet issued, and they were issued.
  - Fr. John advised Victor has been down, Bruce has been down, and Bruce's boss has been down, no movement.
- Fr. Ray asked for any further questions for Fr. John.
- Fr. Ray advised there is a proposal, not previously sent to Vestry, for Continuation of Duties for Fr. John as Project Manager (copy enclosed). Fr. Ray continued stating what Fr. John is proposing is a 6 month extension which would begin with the September 15<sup>th</sup> payment. The payments would be the same as Fr. John has been receiving for the last 15 months, to be paid on a bi-monthly basis, totaling \$8,400, paid out over a 6-month period.
  - Fr. John added one of the things put in the agreement is if the project ends sooner than the 6 months, payments will stop.
  - Robin moved to accept, Joe seconded, motion passed unanimously.

- **Discussions:**

- **Senior Warden Report - Joe Mulino**

- Joe advised a couple of months ago he had Marnie put in the Newsletter and the Bulletin asking for submission of beneficiaries for the 2020 Mardi Gras Fundraiser, has not heard from anybody. Joe continued advising Nancy and Rob are a little concerned, in order to get some sponsors, we need to know who beneficiary is.
- Joe advised one of the things they are recommending is that when we do consider who the beneficiary is, we pick an organization that is not affiliated with the church, something like children, adult mental health, something the sponsors will want to give money to sponsor. Joe continued advising he had put in the Newsletter that we needed a response by the September Vestry meeting, asked members to put their thinking caps on, talk to anybody, and, if any recommendations, please let them know so they can

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make a determination at the next Vestry meeting. Joe added Mardi Gras is early this year, February, need to do ASAP if we want sponsors to pay for whole thing.

- Robin inquired if this is an internal sponsor or external sponsor.
- Joe advised it is external.
- Robin inquired if we have had external sponsors in the past, Joe advised yes.
- Robin inquired as to who.
- Joe advised the animal shelter, the vet he took Mattie to sponsored a 1/4 page, would have look, knows there were a number of outside sponsorships, all were listed in the Bulletin.
- John added there were some banks.
- Joe confirmed/added First Citizens took a ¼ page and Royal Shell took a ¼ page.
- Robin inquired if we are selling ad space or sponsorships.
- Joe advised a sponsorship gets you ad space.
- Robin inquired how much.
- Fr. Ray advised he believes it was \$500 for a full page, which Broadway Palm did.
- Robin inquired if we have asked people who have sponsored in the past if they would this year.
- Joe advised yes, Royal Shell will be doing again, want to know who beneficiary is. Joe further advised we have already done Gladiolus Food Pantry, Solus Care, and Habitat for Humanity, don't want to go back to those, want to do something different for outreach.
- Margo suggested Captains for Clean Water.
- Fr. Ray asked members to send in some ideas.
- Robin suggested if we go to and ask someone to sponsor whole thing, they can pick beneficiary, maybe a bank, might like publicity.
- Joe stated it is a good thought to consider.
- Joe advised there is some concern from Eileen at the Thrift Store as well as some of the other tenants at the plaza because Big Lots is out of there.
- Joe advised he made a phone call to the property management company, not giving out any information as to what is going to happen to that building, only thing he was told is that 100% the owners were not selling the plaza, they are in negotiations to do something with it, management company not at liberty to say.
- Joe advised some of the tenants whose lease has expired are going month to month, we are not eligible for that as we negotiated current lease in 2017. Joe further advised he asked if the owners would consider a monetary decrease since the traffic has decreased. Joe continued advising she laughed and then said she is meeting with owners on Thursday and will bring it up. Joe will follow-up with her and advise at next meeting.
- Joe advised he assured Eileen it is not her doing, she is doing a great job, financials still show store is profitable for the year.
- Robin commented they are actually ahead, does not understand panic, if worried should market, would be more concerned if revenue was down.
- Ray commented there are allot of thrift stores around.
- Joe commented if someone walks in the Thrift Store, it would not be the one they remember, it is really good, nothing to do with that, it is the traffic. Joe further commented Eileen is not familiar, does not realize that the summer months, July and August, are slow.

Fr. Ray asked for any other questions for Joe, none.

- **Current Vestry Status/Retreat/Strategic Planning** – Fr. Ray
- Fr. Ray advised he has had some contact from some of the folks who talked with him about the retreats, will be following up.

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- **Columbarium Committee** -Fr. Ray
- Fr. Ray advised Debbie has been in touch with Al Harker, should be getting revised documents for Columbarium to Fr. Ray for review by Committee. Fr. Ray continued advising when he gets them, they will take a look at and try to get them out to Vestry for consideration.
- Robin asked if Vestry could pick a date for retreat, already 6 months after event triggering need, thinks it's time to pick a date, every month it gets pushed back.
- Fr. Ray advised he thinks the issue with picking a date is getting someone who can do it on that date.
- Robin agreed it is an issue, but at least they will have a date, otherwise it goes back every month, would move that we have to hold it November or December and try to pick something that will be at least a full day.
- Fr. Ray advised there is a motion on the floor, asked if there is a second, Andi seconded, Fr. Ray asked for discussion.
- Joe inquired if Fr. Ray would know who by the next Vestry meeting.
- Fr. Ray advised there are multiple ones, he will present to Vestry and Vestry will make decision.
- Vestry voted and unanimously approved.
- Fr. Ray asked for any questions/concerns for Columbarium Committee, at this point they are waiting to get documents from Al.
- **Small Groups**- Joe Mulino
- Joe advised he updated Small Groups list, couple of slots still empty for Vestry member, will send back out again, not many, just 3 or 4 that need to be completed. Joe added if members will get back to him, he will complete and hand out at next meeting.
- Robin inquired if things like safety should be added.
- Joe advised they have added security already, sent email updating, 3 or 4 spots remaining.
- **Security**- Ray
- Ray advised he, Evelyn, and Bob met yesterday, they are in a gathering information mode.
- Ray advised that, while he was in Michigan, he went to 6 different churches. Ray continued advising he wrote a letter of introduction, walked in and handed it to them, got some good responses, got a couple of manuals, one from a Catholic church and one from a bible church.
- Ray stated it is an issue, does not think we can get too specific right now.
- Ray advised he believes cameras should be considered when thinking in terms of budget, probably 18-20 cameras. Ray continued advising they would be recording cameras and only be used when someone is in the space. Ray added the churches in Michigan were quite interesting, all different levels of manuals. Ray commented it is a real issue.
- Ray advised Bob got the Parish Disaster Response plan from our Diocese, Ray has seen pieces and parts of it, seems pretty thorough.
- Ray advised Evelyn is working on the internet, allot of information out.
- Ray commented it is important, this afternoon he read between 2006 to 2016 there were 147 shootings this is the bottom of our concern, but the fact that the 147 shootings in 10 years was more than the 25 years before that, is something we have to think about.
- Ray advised they are not ready for specifics, when done they will have some sort of process/procedure, ushers will have to be involved, the door will probably be secured during services and there will be someone at the door. Ray further stated we all understand what All Are Welcome means, but shooters are not welcome.
- Joe advised Ray that, while he was away, effective 2 weeks ago, there are 2 ushers, one at each door, that stay in the back during service.
- Ray stated it is welcoming having them there.

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- Evelyn advised she is a Saturday nighter, wanted to know if anyone is aware of any active or retired police, fireman, medical tech that we might be able to call on for these positions.
- Ray added EMT, police, and firemen have special skills, anyone that is retired or available when we get further along in the process. Ray continued adding active shooter is at the bottom of the list.
- Evelyn added basic security of the church is what we are after.
- Fr. Ray advised he thinks Julie our parish nurse needs to be included, also Kim Wright who is an EMT, in addition to being a tax attorney, and is in the process of updating all the defibrillators and everything else.
- Joe added he mentioned to Bob Earl this morning that Jim Foster is interested, is an ex-marine, Bob will reach out to him.
- Ray Z. advised he and Jim communicate regularly, he is good and wants to help.
- Robin inquired if this will cover all crisis management areas, not just active shooter.
- Ray advised absolutely, that is the purpose.
- Robin stated it is really a crisis management committee, recommended changing the name, and that there be a process to address all these issues.
- Evelyn stated that is their goal.
- Ray added that is exactly the way these things are structured.
- Robin advised originally we were looking at safety- guns/shooters, now rightly expanding to cover all these other areas so that we have a complete crisis management program, would like to see it named as such.
- Ray advised it needs to be more general, will get to that later, gathering information now.
- Ray added Lee County is exploding from a population standpoint, membership not on a percentage basis, thinks if any church in Lee County had a major event it would drop attendance at least some.
- Ray advised they will be looking at a broad range of things.
- Fr. Ray thanked Ray for the update.

- **Decisions:**

- **Finance/Finance Committee** – John Thomas (July Financial Statements attached)
- John asked for any questions on the financial statements.
- John advised the contributions on A-3 line 2 not pledged to be adjusted to pledged.
- John advised special contribution on same page was not new money, was money given to help defray cost for audio/visual expenses, expenses have been paid, new ones coming in that money is set aside for.
- John advised that under gifts reserved there is \$18,300 for the van sale which gives us some extra money, stewardship is going to be kicking off, interesting things that can be done with this money, such as safety.
- John reminded Vestry that 2020 is the year of Fr. Ray's sabbatical, need to plan.

Fr. Ray asked for any questions on financials.

- Fr. Ray advised each member received the Audit Letter in email package, need to formally accept as Vestry so Fr. Ray can sign off and get to Diocese by September 1, asked for any questions.
- Joe motioned to accept, Robin seconded, motion unanimously approved.
- **Junior Warden Report** – Ray Zentis
- Ray advised things pretty well up to speed, couple lights out, will get to.
- Fr. Ray advised it looks like someone ran over one of the spot lights.
- Ray advised there have been questions about the shutter.

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- Fr. Ray advised one fell, has been repaired.
- Fr. Ray advised other things are the A/C in his office was out, has been repaired, limping along, trying to keep it going until we get through construction; temporarily fixed thermostat in Gathering Place, will probably need more work; library A/C does not function, not fixing.

Fr. Ray asked for anything further.

There being no further business, meeting adjourned with closing prayers at 5:55 p.m.

Respectfully submitted,

Patricia A Ingram  
Clerk of the Vestry