

March 12, 2019

IONA-HOPE EPISCOPAL CHURCH
Minutes of the Vestry
March 12, 2019

Attendees:

The Reverend Ray Buchanan

Vestry Members:

Joe Mulino, Sr. Warden

Ray Zentis, Jr. Warden

Margo Farrara

Craig Reitan

Steve Walsh

Bob Earl

Debbie Prather, Member/ Treasurer

Patricia Ingram, Clerk of the Vestry

Ken & Donna Owens, Church Staff

Guests: Fr. John Gamble

Absent with Apologies: John Thomas, Robin Mills, Evelyn Reynolds

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. Donna asked for prayers for Evelyn to get better soon.

- **Information:**

- **Approval of Minutes:** Fr. Ray asked members to review February minutes. Fr. Ray noted a few corrections. Bob motioned to accept as corrected, Joe seconded, February minutes approved to be accepted as corrected.
- **Group Ministries and LIFE Report:**
- **LIFE-** Steve Walsh
- Steve advised team captains will be making calls for attendance at the Rally and Nehemiah Action.
- Debbie noted the Nehemiah Action is on April 9, same as March Vestry meeting.
- Fr. Ray asked Vestry if they would like to move March Vestry meeting to April 2, all agreed.
- **Announcements:** -Fr. Ray
- Fr. Ray asked for any announcements.
- Craig advised they have sold their home in Beech Mountain, now full-time Florida residents.
- **New Facilities** - Fr. John
- Fr. John asked for any questions regarding his Executive Summary.
- Fr. John advised the mold restoration has been completed in the Gathering Place, small kitchen has been shut off. Fr. John further advised sheet rock in what was Mtr. Suzy's office has been removed, on the wall facing hallway, mold was up past 4 feet into the next section, that was all taken out, on inside of Mtr. Suzy's old office the mold was up to 3 feet on the inside of the wall; the carpet has been removed in areas where there was mold under the carpet, about an 8 x 10-foot section. Fr. John additionally advised there is a hole in the floor by the door when you come in, flooring was gone, had allot of mold on it.

March 12, 2019

- Fr. John advised they has talked to Ken, Ray Zentis introduced them, he will come in (tentatively) late Friday and put sheet rock up, put a piece of plywood in the floor, and tape the carpet. Fr. John advised any painting of the new sheet rock will be left for Compass.
- Fr. John advised the other issue that came up, pointed out by Ray, is a hole in the copy room floor, don't know how far the floor is gone, beam is rotten, needs to be replaced. Fr. John further advised the exterior wall below the window in the office area is all mold, don't know if it is just exterior, or interior also.
- Fr. John advised Ken will get price to Ray Z. for replacing the beam and putting gutters around up top. Fr. John explained that with a flat roof and no gutters, even if there is no rain, dew runs off and we have mold staining all along the back walls.
- Fr. John advised the hall area will be completed by Thursday, Friday they will do office area, which will be fog and ozone, and Monday/Tuesday next week they will do multi-purpose room.
- Fr. John advised last Tuesday when the ozone treatment was finished, and they had taken their equipment, he stayed and opened up for the 4:00, bad move, he was under the weather for 2 ½ days due to the ozone residual. Fr. John requested, when the work is done on Thursday, that the exterior door be left open a crack and the door going into the gather room be left open. Fr. John further requested that, after the work is done in the office space on Friday, on Monday the 2 doors be left open to get rid of the residual. Fr. John advised he will open the doors on Wednesday after work is completed in the multi-purpose room.
- Fr. John advised the final air quality test will be done on the 20th, 1 sample outside and 2 inside, 1 in gathering space and 1 in the hallway. Fr. John further advised all of the lab work should have gone through by the 21st and we should have information on the 22nd. Fr. John advised it will be ok in the multi-purpose room on the 21st.

Fr. John asked for any questions.

- Ray Z. added that with the work Kenny is doing he is asking for an estimate, not hard quotation. Ray continued advising Kenny has been straightforward and honest to work with.
- Fr. John advised Servpro price is too high, if Ken can get the work done at a reasonable price we will do it that way.
- Debbie advised that as of last week \$5,500 in checks have been written out of the repairs/maintenance budget, need to make decisions where the money will come from, could easily deplete the repairs /maintenance budget for the calendar year. Debbie added that any work Compass would do could come out of the money for remodeling.
- Ray advised mold and repair was unexpected and serious.

Fr. Ray asked for any other questions.

- Fr. John advised they are meeting with Compass and the architect on March 21.
- Fr. Ray advised Vestry needs to begin process of establishing a Columbarium Committee whose focus and work would be on establishing policy and procedures, costs-what we are going to charge and what for. Fr. Ray would like someone with a legal background if possible as well as some other folks, someone who can give a presentation and be the face of the committee. Fr. Ray suggested Vestry give consideration and bring up at April meeting. Fr. Ray added pre-sales can begin when Vestry decides it is appropriate, believes some people would be very happy with being able to purchase niches.
- Debbie advise she believes it would be simple to get policy and procedures from other churches from the Diocese.
- Fr. Ray advised he looked but could not find, thought Homecoming had sent us something, but could not find, will get back with them as well as from other churches.

Fr. Ray asked for anything else on New Facilities, Columbarium, or mold remediation.

March 12, 2019

Discussions:

- **Senior Warden Report - Joe Mulino**
- Joe advised Mardi Gras successful, preliminary figures net proceeds \$8,200.00, may go up as we get more money in from some who have not yet paid up. Joe further advised Maggie Minnick has offered to make up any shortfall of \$10,000 going out to Gladiolus Food Pantry.
- Joe gave a heads up to the Vestry Retreat at Day Springs, May 4th, will confirm with Day Springs. Joe stated he hopes the majority of Vestry, if not all, will join him this year. Joe asked members to let him or Marnie know.
- Joe advised he went around to various banks regarding money market account, Debbie will cover with financials.
- **Stewardship- Bob Earl**
- Bob advised nothing new.
- **Current Vestry Status – Fr. Ray**
- Fr. Ray opened discussion on current Vestry status. Fr. Ray shared his concerns with the Vestry regarding struggles moving ahead after the Phase I approval process. Fr. Ray asked Vestry for their thoughts/feelings.
- Bob advised he shared with Joe that he is of the mindset that a team-building retreat for all Vestry members is needed, maybe with a facilitator, thinks it should be annual.
- Joe advised he shared this with Fr. Ray.
- Fr. Ray asked Bob if this is in general or something more.
- Bob advised he thinks Vestry needs to be more cohesive, work together not as individuals. Bob shared he has had a difficult time.
- Steve advised he has let it go, apologized if he offended anyone, wanted to express opinion, is moving forward, past is the past.
- Joe stated he believes having different opinions is healthy, opinions are neither right or wrong, matter of coming to agreement for what is best for the church.
- Ray Z. advised he thinks Vestry needs a clear goal, need as a team to focus outside one's self toward a goal, need direction.
- Fr. Ray asked Vestry what they think needs to be done.
- Craig shared he missed 2 meetings and when he returned he felt Vestry was going in different directions, tried to play good cop/bad cop, apologized for how it went over.
- Bob stated he thinks working on strategic planning will help.
- Debbie advised she thinks Vestry can trust one another, but some work may be needed on that level. Debbie added she has sensed from some people of the congregation that trust is a big issue, thinks as leaders Vestry need to work on and convey to congregation that Vestry trust one another and trust the congregation.
- Joe advised he agrees with Debbie and at the same time Vestry should not be afraid to speak their minds, some members held back, spoke in small groups, should all talk together, thinks they can do.
- Debbie shared that being described as negative because she had a different opinion was hurtful. Debbie added she always puts the question of what is best for Iona-Hope first. Debbie continued stating she can move on, respects the process, is 100% on board.
- Margo advised she agrees with what has been said on trust, agrees with building trust, working cohesively as a unit for the congregation. Margo shared she still struggles with decision, has other interests in the church with groups outside the church that this affects, people are asking her questions she does not have answers for right now, has been uncomfortable.

March 12, 2019

- Fr. Ray advised he appreciates Vestry members willingness to share, mirrors what he has been seeing/thinking, hopes this is the beginning of healing.
 - Fr. Ray advised he has spoken with some of his colleagues in town, gotten names of a couple trained pastoral therapist. Fr. Ray stated he believes someone else must lead as he is in the middle. Fr. Ray continued advising Peace Lutheran and St. Columbkille have offered space for retreat, would like to explore, do something sooner rather than later. Fr. Ray advised once he has made contact he will let Vestry know more.
 - Craig inquired if Vestry should wait for Robin to return.
 - Debbie advised Robin will be back May 15.
 - Fr. Ray advised he would like to do something before then.
 - Debbie commented allot of people want to throw blame at the Mills, does not know how to deal with.
 - Fr. Ray advised that is one of the things they will talk about/deal with. Fr. Ray advised he will move ahead and email members with information.
 - Fr. Ray thanked Vestry members.
 - **Strategic Planning-** Debbie
 - Debbie advised she thinks Vestry should keep issues separate.
 - Debbie advised she would like to get group together to decide how it would work, what time of the year, who would be included, who will lead, budget if needed. Debbie stated she will be happy to be a part of, asked if Vestry wants to table until after meeting/retreat.
 - Joe and Ray Z. both commented that if issues are to be kept separate then there is no reason to wait.
 - Fr. Ray advised he thinks whole Vestry should participate, encouraged Vestry to look at strategic planning in a different way than before to avoid doing the same things over and over, explore models for strategic planning.
 - Bob inquired if Fr. Ray thinks Allen Abbott would have any strategic planning tools/devices.
 - Fr. Ray advised he thinks Allen might, another resource, as Ray Z. had suggested would be the Diocese or a person related to the Diocese, has some people in mind.
 - Debbie advised she has someone in mind also.
 - Fr. Ray advised he has in the past used a consultant, can give name if Vestry wants. Fr. Ray continued stating Vestry is moving into information gathering.
 - Joe inquired if person Debbie has in mind is outside of the congregation people, thinks it is key to look outside.
 - Debbie advised yes, the person she has in mind is outside the congregation.
 - Steve asked for clarification of process, group trust first, then strategic planning, keep separate.
 - Fr. Ray advised yes that is the timing, to set up strategic planning process will take a while.
 - Debbie stated for the plan to be well done, Vestry will need to provide allot of information. Debbie continued stating she believes the next step would be to determine when is the best time to get everyone together.
 - Fr. Ray advised all will have input, it is a Vestry thing.
- Fr. Ray asked for any other questions regarding strategic planning. None.
- Fr. Ray advised, as an update, they believe the A/V upgrade was finished today. Fr. Ray continued advising he has talked to Thom Price, response has been very positive. Fr. Ray continued advising after the first 9:30 service June Lockhart advised Fr. Ray it was the first time she could hear the entire service and Patrick provided similar feedback the next day.
 - Fr. Ray advised just over \$12,000 was collected from donations from the congregation, Thom has agreed to match and go beyond. Fr. Ray further advised we are right at \$24,000 now, will probably buy a couple new monitors for the booth to help out those folks.
 - Debbie advised she is hearing allot of feedback.

March 12, 2019

- Fr. Ray advised they are having some issues, they are still tweaking.
- Debbie advised issue was with Loren.
- Fr. Ray advised there was an issue with the choir monitor aimed at microphone.

Decisions:

- **Finance/Finance Committee** – Debbie Prather (Treasurer's Report and February Financial Statement attached)
- Debbie advised she is using a new format for Treasurer's Report, format is year to date over last year.
- Debbie advised the three categories used are the three which we receive the majority of income, pledge (there is a shortfall in pledges most years of under 5%, non-pledged, and cash in the plate).
- Debbie advised the net for this time period is \$9,482 more this year than last year.
- Debbie advised ASA (average Sunday attendance) will be done each year after the report to the Diocese. Debbie further advised numbers are flat.
- Debbie advised final chart compares yearly income totals from income accounts, they go up, they go down.
- Fr. Ray commented it seems we have a \$400,000 ceiling for pledged income which we cannot seem to pass. Fr. Ray continued stating what fascinates him is the non-pledged income, which is not flat, has gone up 50% in a five-year period, what does that say about the current state of giving, are we in a place now where people are not willing to make a pledge, but are still willing to give, would be interesting to take a look at.
- Debbie advised she has more data which she did not present tonight, she will be working with the stewardship committee, she fell into a breakdown of weekly giving units from Peace Lutheran, very interesting, will share when there is wisdom to share.
- Craig commented that Peace Lutheran should be getting new family units when Redeemer closes.
- Debbie advised they are in the process of opening a money market account, Debbie did the math and it would be \$65,000 going into account leaving a balance of \$60,000 in the Capital Campaign Account. Debbie continued advising this is totally fluid money.
- Joe advised they allow 6 transactions a month, and, if needed, we could write one check from money market account and put into operating account.
- Debbie advised Joe has the signature cards, will be doing when Marnie gets back.
- Bob motioned to transfer \$65,000 from the Capital Campaign Account to a Money Market Account with Midwest One Bank, Joe seconded, unanimously approved.
- Debbie advised Eileen came in today, has been very stressed over pick-up and deliveries at the Thrift Shop, very frustrated with the current driver. Debbie added it requires 2 people for pick-up and delivery. Debbie continued advising she has authorized Thrift Shop to hire temporary professional movers at a slightly higher price if issue with current driver cannot be resolved. Debbie added it has been difficult to get a good consistent secondary person. Debbie advised Eileen has been working very hard and will ask driver if he can provide a secondary person, was part of his hiring. Debbie will work with Eileen to help her with this.
- Debbie advised she has asked for a consultation with the architect, Fr. Ray, Marnie and Joe for when it is time to disburse money for the new construction, wants money tied in with the builders software and our accounts so we know what we are being asked to pay for and can keep up with, also to help stay in budget, will still need contingency.
- Fr. John advised that when final design is approved, final budget is approved by Vestry, Compass Construction will set a value on each item, i.e. plumbing will have a line item value, when 50% complete, and if no comments from Victor or Fr. John, value would be submitted for approval for payment.

March 12, 2019

- Debbie advised they are going to try to set up a system through ACS (our software).
- Fr. John advised that is something that they will talk about with Victor and Bruce.
- Debbie advised the State Street Investment Account as of 1/31/2019 is at \$221,580, bounced back this month.
- Fr. Ray asked for Vestry clarification that patio was approved. Vestry approved construction of patio with Phase I vote during February Vestry meeting.
- Ray Z. inquired, in looking at ASA, if there is a reason for flat attendance, consistent across, are we bumping into an upper limit, is there something we are not seeing.
- Fr. Ray advised this is something Vestry will look at in strategic planning.
- Margo inquired as to ashes already scattered in garden, are we going to leave.
- Fr. Ray advised tree will stay, will be trimming around that, proposed we take up some soil, put with Columbarium. Fr. Ray added that when you do a scatter garden there is no way to ensure folks ashes will always be there.
- Margo advised she thinks we need to clarify to congregation. Fr. Ray agreed.
- Debbie inquired if we can request Bishop to decommission.
- Fr. Ray advised that request has not yet been made, Bishop does not have to do, can send someone to secularize that space, waiting on timelines.
- Fr. John advised that will be part of discussion on 21st.
- **Junior Warden Report** – Ray Zentis (copy of Maintenance & Improvement Activity enclosed)
- Ray advised there are a number of items affecting organization, mold remediation project, rebuilding interior walls, serious deterioration of NW corner of copy room, damage to exterior walls due to continuous dripping from roof where there are no gutters.
- Ray advised they have made some progress with the carpet and exterior walls in the Sanctuary, sealed walls and added gutter, Kenny taking care of.
- Ray advised he is getting quotes on grinding down uneven sidewalks, safety issue.
- Ray advised other than that there are a bunch of smaller items to be resolved, has made some progress with outside lighting.
- Bob inquired if we should have a structural engineer come in to look at modular flooring.
- Fr. John advised one came in 3 years ago, study revealed steel beam rusted, needs to be cleaned and painted with a special type of paint to prevent further rusting, nothing done yet. Fr. John advised complete study under all units very expensive, he and others have copy of study.
- Bob stated we could use old study as baseline and move forward, water coming from somewhere.
- Fr. John advised water is coming from edge and seals of doors, drip edge over door 1 inch, not enough, need something that extends out about 2 feet so any water that comes down goes out.
- Ray Z. added water coming down even without rain from the dew we get every morning.
- Bob inquired if we should be looking at Capital Campaign money, wants to proactive rather than reactive.
- Fr. Ray advised it would be a violation of federal statutes to use Capital Campaign funds for things other than what they were raised for.
- Fr. John inquired if Vestry wants him to contact structural engineer to try to get a price to look at units. Fr. John added engineer only looked at some beams and joints, some were ok, what was missed was the flooring.
- Fr. Ray asked if Vestry was looking at any action at this time.
- Bob stated not right now, it cannot be put off forever.
- Joe suggested circulating prior report before next Vestry meeting, so all have a chance to look at.
- Margo advised she would like to request letter to outside groups giving a timeline and when more than one group is meeting, where they will meet, groups she is affiliated with are asking questions.

March 12, 2019

- Fr. Ray advised they will give timeline after meeting with Victor, will write letter, circulate to all groups. Fr. Ray advised he is not comfortable telling groups where they should go, groups can make their own decisions on where, would suggested larger groups use Gathering Place.
- Debbie requested an extension for grant applications for the Thrift Shop, currently at March 18. Found list of people we gave to last year, would be happy to mail them a new application., can she change to April 1.
- Fr. Ray advised no problem, can change to April 15, nothing against us if we extend.
- Fr. John advised, based on earlier discussions he has had with Victor, Phase I construction cannot be considered until June.
- Fr. Ray advised they will talk about that next week.
- Fr. Ray asked for anything further. Fr. Ray thanked Vestry.

There being no further business, meeting adjourned with closing prayers at 6:20p.m.

Respectfully submitted,

Patricia A Ingram
Clerk of the Vestry