

**THE NEXT MEETING OF THE VESTRY
OF THE CHAPEL OF THE CROSS
WILL BE ON THURSDAY, SEPTEMBER 17, 2020
with the business session to begin at 6:00 p.m.**

**Draft Minutes of the Vestry of the Chapel of the Cross
20 August 2020**

The Vestry of the Chapel of the Cross again met via Zoom Cloud Meeting on Thursday, August 20, 2020. Present were Dick Taylor (Sr. Warden), Emily Moseley (Jr. Warden), Leigh Ann Dasher, Molly Dempsey, Allison Worthy, Carol Marshall, Alan Rimer, Lee Wollman, Ann Craver, Amy Daubert, and Terry Eason. Also present were Elizabeth Marie Melchionna (Rector), Noah VanNiel (Associate Rector), Mary Cat Young (Associate Rector for University Ministry), Amanda Bourne (Curate), Faith Turchi (Parish Administrator and Stewardship Coordinator), and Nancy Kelly (Clerk).

The Rector, this being her first Vestry meeting after having returned from parental leave, presided, and the meeting was called to order at 6:05 p.m.

Devotion

Ms. Moseley led the devotion for the evening, choosing the Prayer for Social Justice from the Book of Common Prayer.

Consent Agenda

The following items were placed on the Consent Agenda (attached):

- Approval of Minutes from the July Meeting of the Vestry
- Acceptance of Rector's Report (attached)
- Acceptance of Associate Rector's Report (attached)
- Acceptance of Curate's Report (attached)
- Acceptance of Associate Rector for University Ministry's Report (attached)
- Acceptance of Stewardship Committee Report (attached)
- Acceptance of Lilly Grant Report (attached)
- Acceptance of Preschool Report
- Acceptance of Christian Formation Report (attached)
- Acceptance of Youth and Family Minister's Report (attached)
- Acceptance of Parish Administrator's Report (attached)
- Acceptance of Communications Report (attached)

It was moved by Mr. Eason, seconded by Mrs. Wollman, and passed unanimously, that the Vestry approve the Consent Agenda.

Rector's Report

The Rector's report is attached.

Ms. Melchionna began by expressing thanks for all that everyone did to provide her the time and space for her parental leave. She said that she had no worries about the parish during her absence because she knew that it was in the capable hands of the Vestry. She observed that returning to church will be a new experience for everyone, as it is for her, that church will be a different model from what we have been used to. In September there will be a return to the service of Holy Eucharist. Evening Prayer will be held outdoors in pods of twenty-five. Live-streaming of services will continue.

Citing the fact that Chapel Hill has the second highest achievement gap in the country, the Rector informed the Vestry of the collaboration of the YMCA and the Justice League, with support from local faith communities, to host 40-50 African-American children for scholastic

work before and after school. University Methodist Church has the physical facilities for this project, and other churches will provide additional support.

The Rector said that the Vestry will need to take leadership in the process of confronting racism, and she would like for the Vestry to confront our own history on race. What does repentance look like. What does action look like?

Turning to the need for replacement of the purple vestments, Ms. Melchionna asked the Vestry to reaffirm a 2019 approval of the Vestry to use Altar Guild funds to supplement operating budget funds to replace the purple vestments, which it has been determined can no longer be repaired.

It was moved by Mrs. Craver, seconded by Mr. Taylor, and passed unanimously, that the Vestry approve the expenditure of up to \$3750 from the Altar Guild Fund to supplement the purchase of new purple vestments.

Finance Committee

The Finance Committee reviewed the audit report for the year ended December 31, 2019. John Davis of Butler & Burke presented an overview of the key elements of the audit opinion, the financial statements, as well as the footnotes to the financial statements. He also presented the required SAS 114 letter indicating that no issues were uncovered during the audit. It was moved by Dick Taylor, seconded by Annie Craver, and passed unanimously, that the committee recommend that the Vestry accept the audit report as drafted, and this recommendation is now referred to the Vestry for approval.

It was moved by the Finance Committee, and passed unanimously, that the Vestry accept the 2019 Audit as drafted.

Ms. Olsen then reported on the Treasurer's Report for July. Parishioners have been generous, and the year-to-date figures look good, with revenues exceeding expenses. There is good control over operating expenses, and investments rebounded in June.

The Finance Committee reviewed the status of the Light and Development funds and a recommendation to repay additional principal on the current bank loan. The recommendation is to make a payment in August 2020, contingent upon the receipt of the funds on the closing of the Betty Sanders house. It was moved by Dick Taylor, seconded by Annie Craver, and passed unanimously, that the committee recommend that the Vestry approve a \$600,000 payment on the loan once the funds have been received, and this recommendation is now referred to the Vestry for approval. This pre-payment will be followed by a required payment of \$100,000 in November, leaving a loan balance of \$400,000 at the end of the year. There is no pre-payment penalty.

A concern was raised as to whether this significant pre-payment might hinder our financial flexibility for carrying out other projects of the *You Are the Light* campaign, such as maintenance and a new organ. Mr. Taylor pointed out that the Vestry made a promise to the parish not to purchase an organ until the debt has been paid off and pledges are in hand for purchase of a new organ.

It was moved by the Finance Committee, and passed unanimously, that the Vestry authorize a payment of \$600,000 on the loan, contingent upon receipt of funds from the sale of the Betty Sanders house.

The Finance Committee discussed authorizing Faith in Action to spend the remainder of their budgeted funds for the current fiscal year. The total budget for the year is \$53,010, of which \$18,171 has been spent through the end of July. The balance available to be spent in the remainder of the year is \$34,839. It is understood that some of the initial planned expenditures may not occur given the pandemic, yet there is significant need within our community. It was moved by Dick Taylor, seconded by Emily Moseley, and passed unanimously, that the committee recommend to the Vestry authorization for the Faith in Action Committee to spend

the remaining \$34,839, recognizing that certain planned expenditures may not occur and giving the committee discretion to spend these funds in support of needs within our community, and this recommendation is now referred to the Vestry for approval. Mrs. Worthy commented that the committee is very grateful for the release of the funds.

It was moved by the Finance Committee, and passed unanimously, that the Vestry authorize the Faith in Action Committee to spend the remaining \$34,839 of its budget for 2020, recognizing that certain planned expenditures may not occur and giving the committee discretion to spend these funds in support of needs within the community.

The Finance Committee discussed a commitment made in 2008 to provide \$30,000 in funding to the Johnson Service Corps. The parish has a beneficial interest in a charitable remainder trust which provides an annuity to the donor. The gift to the Johnson Service Corps was to be contingent upon the death of the donor. However, in these challenging financial times, there is significant need by the Johnson Service Corps for these funds. As a result, it is recommended that the gift be paid early. It was moved by Dick Taylor, seconded by Alan Rimer, and passed unanimously, that the Vestry approve the payment of this \$30,000 gift to the Johnson Service Corps in early fulfillment of this gift commitment, and this recommendation is now referred to the Vestry for approval.

It was moved by the Finance Committee, and passed unanimously, that the Vestry approve the payment of \$30,000 to the Johnson Service Corps in early fulfillment of a gift commitment made to the organization in 2008.

Re-opening Plan

Mr. VanNiel informed the Vestry that we are now officially in phase B1. This includes the possibility of pastoral visits, including last rites and in cases of distress, at the discretion of the clergy and with certain protocols in place. Baptisms, weddings, and funerals can also take place. Staff are allowed in their offices, with masks required. The building can host gatherings

of up to fifteen individuals, although most meetings will still continue to convene via Zoom. Outdoor worship with up to twenty-five present is possible. The Preschool is governed by diocesan rules for re-opening, and most area preschools plan not to open until after the governor moves to phase 3, which means not until late September, at the earliest.

Mr. Taylor added that an in-person convention is not likely until November 2021.

Reimagining Stewardship Committee

The report of the Reimagining Stewardship Committee is attached.

Mrs. Wollman began by acknowledging the guidance and support of John Branson during his tenure as Priest-in-Charge as the committee began the process of reimagining stewardship at the Chapel of the Cross.

She then gave an update of the Annual Campaign by reporting that 100% of the clergy, 100% of the staff, 100% of the Reimagining Stewardship Committee, and 100% of the Vestry have made their pledges. She is in communication with Director of Music and Organist Joe Causby, and they are hopeful that 100% of the choir will submit pledges.

There is a new plan this year for rolling out the campaign. The kick-off will take place on Sunday, September 13, via video, with a link to an online pledge option posted on Monday, September 14. The campaign will air a video spot on Boykin Bell's family page. The comment was made that we will be "growing good stewards." No letters/pledge cards will be mailed until two weeks after the launch.

Being sensitive to the time we're in, the goal for this year's campaign remains at \$1,650,000.

Family Time

The traditional Family Time, in which the Vestry engages in informal discussion of parishioners who have not been seen at church services recently and shares the names of newcomers whom they have recently met, has been revised to address the current situation.

Mrs. Marshall reported that the committee is in contact with Boykin Bell and Mike Peterson to see how the committee can support them and is also thinking about the spring and what might be needed at that time.

Mrs. Marshall asked Vestry members to forward to her the names of any individuals or groups of people who might have been left off the list of those the committee knows about who need to be supported during the pandemic.

Other churches in town have provided parishioners with signs to put in their yards, but these are very expensive. Another possibility would be static clear decals for cars or windows. Ms. Turchi said to check with Nick Jaeger about this, as some thought has been given to sending these to those who make an Annual Campaign pledge.

The Rector offered a blessing, and the meeting adjourned at 8:00 p.m.

Respectfully submitted,

Nancy F. Kelly
Clerk of the Vestry

Attachments

- - - Consent Agenda
- - - Rector's Report
- - - Associate Rector's Report
- - - Curate's Report
- - - Associate Rector for University Ministry's Report
- - - Reimagining Stewardship Committee Report
- - - Buildings and Grounds Committee Report
- - - Lilly Grant Report
- - - Preschool Report
- - - Christian Formation Report
- - - Youth and Family Minister's Report
- - - Parish Administrator and Stewardship Coordinator's Report
- - - Communications Report
- - - 2019 Draft Audit by Butler & Burke LLP
- - - July Treasurer's Report
- - - July Financial Reports
- - - Faith in Action Report
- - - Family Time Report
- - - Organ Advisory Committee Report