

**THE NEXT MEETING OF THE VESTRY  
OF THE CHAPEL OF THE CROSS  
WILL BE ON THURSDAY, NOVEMBER 19, 2020  
with the business session to begin at 6:00 p.m.**

**Draft Minutes of the Vestry of the Chapel of the Cross  
15 October 2020**

The Vestry of the Chapel of the Cross again met via Zoom Cloud Meeting on Thursday, October 15, 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, Terry Eason, and Meg Flournoy. 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), Sabrina Olsen (Chair of Finance Committee), and Nancy Kelly (Clerk).

The Rector presided and the meeting was called to order at 6:00 p.m.

**Devotion/Prayer**

Ms. Dasher led the devotion for the evening, choosing a prayer from Compline.

**Consent Agenda**

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

- Approval of Minutes from the September 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 Stewardship Committee Report, not to include Stewardship Charter (attached)
- Acceptance of Buildings and Grounds Committee Report, not to include Nave Restoration Update (attached)
- Acceptance of Faith in Action Report (attached)
- Acceptance of Lilly Grant Report (attached)
- Acceptance of Preschool Re-opening Plan Report (attached)
- Acceptance of Christian Formation Report (attached)
- Acceptance of Family Time Report (attached)
- Acceptance of Christian Formation Report (attached)
- Acceptance of Youth and Family Minister's Report (attached)
- Acceptance of Parish Administrator's Report (attached)

**It was moved by Ms. Dempsey, seconded by Mrs. Craver, and passed unanimously, that the Vestry approve the Consent Agenda.**

### **Rector's Report**

The Rector's report is attached.

Ms. Melchionna began by issuing an invitation to each Vestry member to call seven individuals in the parish to say why they've pledged to Chapel of the Cross and to invite them to make a pledge. The names of individuals who have yet to pledge will be made available on a Google doc that will be sent out by Ms. Turchi. Vestry members should access this document and indicate their name by the names of the seven people they will call. Ms. Melchionna asks that these calls be made by Tuesday, November 3. It was suggested that each call be followed up with an e-mail with a link to the COTC website, specifically the link needed to make a pledge.

The Rector then turned to the Capital Campaign. At the September meeting she had asked Vestry members to come prepared in October to respond in one minute to the following question: Given the mission of the parish and assuming that the debt is paid off, how would you prioritize incoming dollars to the Capital Campaign: for care of facilities, for purchase and installation of a new organ, or for program initiatives? Following Vestry input, Ms. Melchionna summed up the comments, noting that eleven of twelve Vestry members put deferred maintenance/care of facilities as the number one priority, with organ replacement and program initiatives more or less equally balanced as the number two priority. She also noted that it was a consensus of the Vestry that all three issues are intertwined, a primary example being that deferred maintenance and care of facilities has a direct impact on installation of a new organ, which, in turn, impacts such new program initiatives as the Royal School of Church Music. This information will be passed on to the Capital Campaign.

The Stewardship Charter (attached) was then presented to the Vestry for approval.

**It was moved by Mrs. Wollman, seconded by Ms. Daubert, and passed unanimously, that the Vestry approve the Stewardship Committee Charter.**

The discussion then turned to the letter inviting the parish to confront racism (attached). The present version is a well-worked draft, having gone through many iterations. Discussion of the letter followed. Ms. Dasher commented that she likes that it acknowledges that the demographics of our parish don't reflect the demographics of our community. Ms. Dempsey appreciates that the document looks forward and not just backwards. Ms. Daubert commented that it is an invitation rather than a statement, that actions speak louder than words. Mrs. Wollman described its tone as welcoming, accepting, and non-judgmental. Ms. Flourney liked the bullet points: listening, learning, living.

**It was moved by Mr. Taylor, seconded by Ms. Flourney, and passed unanimously, that the Vestry adopt the letter of invitation to the parish to confront racism and that the letter be circulated to the parish.**

Ms. Melchionna said that it will be determined when and how to share this letter with the parish. She suggested that at the time it is shared, an email address or some other form of opportunity for response be provided to receive comments and questions from parishioners.

### **Finance Committee**

Ms. Olsen reported that the September financials show a loss for September of \$46,000 but a year-to-date surplus of \$52,000. Operating expenses are below budget, mainly because the building has been closed until recently.

The parish has received an unrestricted bequest in the amount of \$125,000 from the estate of Sally Rohrdanz.

**It was moved by Mrs. Craver, seconded by Mr. Taylor, and passed unanimously, that the Vestry accept with gratitude an undesignated bequest in the amount of \$125,000 from the estate of Sally Rohrdanz, these funds to be allocated by Vestry policy 40% to the Program Fund, 30% to the Capital Fund, 20% to the Endowment (Worship and Program Support) Fund, and 10% to the Social Ministry Fund.**

The Finance Committee recommends a contribution of \$20,000 to support the Service Learning Center.

**It was moved by the Finance Committee, and passed unanimously, that the Vestry approve \$20,000 to support the Service Learning Center, the source of these funds to be \$3000 from the Social Ministry Fund and \$17,000 from the Annual Fund.**

This information will be forwarded to the parish and to the diocese.

### **Vestry Transition Process**

We do not anticipate being able to have an Annual Meeting in person in February for the election of Vestry members. The parish bylaws provide that the Vestry may fill vacancies in the Vestry. Mr. Taylor, Mrs. Worthy, Ms. Dasher, and Ms. Dempsey will complete their terms on the Vestry in February, creating four vacancies. Nominations will be solicited from the parish as usual, and the Vestry will select four individuals from those nominated for three-year terms.

### **Buildings and Grounds Restoration Sub-Committee Report**

Mr. Eason reported that the committee is now receiving prices for the work that needs to be done and that the next task is to work out the highest priorities.

Scaffolding-related projects could cost in the range of \$300,000-400,000 and would close the church for about three months. Most of the prices are good until the end of the year, but Mr. Eason doesn't see that the work can be done before January. Most likely the church would be closed from January through April. He noted that it takes a couple of weeks to put up the scaffolding.

The question was asked about how much money we need to have on hand before the project actually begins, that is, before scaffolding would be erected. This would need Finance Committee approval.

### **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 expressed thanks to Boykin Bell and Mike Petersen for sending the names of parents and children who were helping with Sunday School, EYC, and Youth Small Groups.

She then asked for help in identifying anyone else in need of support.

## **Announcements**

It was announced that 600 people voted at COTC today, the first day of early voting.

A parish survey has just gone out, and nearly 100 responses have already been received. This survey is to help in determining what kinds of worship possibilities will be offered as the parish moves to phase II of the re-opening plan.

Ms. Turchi gave an update on the Annual Campaign, reporting that to date, there are 226 pledges for a total of \$920,161.

Ms. Young offered a blessing, and the meeting adjourned at 8:05 p.m.

Respectfully submitted,

Nancy F. Kelly  
Clerk of the Vestry

## **Attachments**

- - - Consent Agenda
- - - Rector's Report

- - - Associate Rector's Report
- - - Associate Rector for University Ministry's Report
- - - Curate's Report
- - - Stewardship Committee Report
- - - Stewardship Committee Charter
- - - Buildings and Grounds Committee Report
- - - Buildings and Grounds Nave Restoration Sub-Committee Update Report
- - - Faith in Action Report
- - - Lilly Grant Report
- - - Preschool Re-opening Plan Report
- - - Christian Formation Report
- - - Youth and Family Minister's Report
- - - Parish Administrator and Stewardship Coordinator's Report
- - - September Treasurer's Report
- - - September Financial Reports
- - - Family Time Report
- - - Communications Report