

**THE NEXT MEETING OF THE VESTRY
OF THE CHAPEL OF THE CROSS
WILL BE ON THURSDAY, MARCH 18, 2021
with the business session to begin at 6:00 p.m.**

**Draft Minutes of the Vestry of the Chapel of the Cross
18 February 2021**

The Vestry of the Chapel of the Cross again met via Zoom Cloud Meeting on Thursday, February 18, 2021. This meeting marks one year since the first Zoom Cloud Meeting of the Vestry, the February 2020 meeting because of a snowstorm and those since because of the COVID pandemic. Present were Carol Marshall, Alan Rimer, Lee Wollman, Ann Craver, Amy Daubert, Terry Eason, Meg Flournoy, and new Vestry members Jess Aylor, Brian Coggins, Harriet Pegram, and Roman Perun. Also present were Elizabeth Marie Melchionna (Rector), Noah Van Niel (Associate Rector), Mary Cat Young (Associate Rector for University Ministry), Amanda Bourne (Curate), Faith Turchi (Parish Administrator and Stewardship Coordinator), Sabrina Olsen (Treasurer), and Nancy Kelly (Clerk).

The Rector presided and the meeting was called to order at 6:05 p.m with a prayer.

Devotion/Prayer

Mrs. Marshall led the devotion for the evening with a prayer.

The Rector explained to the new Vestry members that each month a different Vestry member is responsible for leading the devotion at the beginning of the meeting, be it a prayer or a reflection to focus the Vestry on the work ahead.

Election of Vestry Officers

The Rector welcomed the new members of the Vestry class of 2024: Ms. Aylor, Mr. Coggins, Ms. Pegram, and Mr. Perun. She then began the process of election of officers of the Vestry for the coming year.

The Rector nominated Emily Moseley as Sr. Warden, and she was unanimously approved.

Mr. Rimer nominated and Mrs. Marshall seconded the nomination of Roman Perun as Jr. Warden, and he was unanimously approved.

Ms. Daubert nominated and Mr. Eason seconded the nomination of Nancy Kelly for another one-year term as Clerk, and she was unanimously approved.

Mrs. Wollman nominated, and Ms. Daubert seconded the nomination of Sabrina Olsen as Treasurer, and she was unanimously approved.

The Rector concluded by expressing great gratitude to the outgoing Vestry members and officers and offered a prayer for the new Vestry leaders. She then commissioned the wardens, officers, and new Vestry members from the Books of Occasional Services.

Consent Agenda

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

- Approval of Minutes from the January Meeting of the Vestry
- Acceptance of Rector's Report (attached)
- Acceptance of Associate Rector's Report (attached)

- Acceptance of Associate Rector for University Ministry's Report (attached)
- Acceptance of Curate's Report (attached)
- Acceptance of Finance Committee Report (attached)
- Acceptance of Stewardship Committee Report (attached)
- Acceptance of Faith in Action Report (attached)
- Acceptance of Lilly Report (attached)
- Acceptance of Preschool Report (attached)
- Acceptance of Family Time Report (attached))
- Acceptance of Christian Formation Report (attached)
- Acceptance of Parish Administrator's Report (attached)
- Acceptance of Housing Allowance Resolution for Mary Cat Young (attached)
- Acceptance of Communications Report (attached)

The January Vestry minutes were pulled from the Consent Agenda for amendment.

It was moved by Mr. Rimer, seconded by Ms. Daubert, and passed unanimously, that the Vestry approve the Consent Agenda.

The following correction was made to the minutes of January 21, 2021:

p. 9, first paragraph and again at end of motion following first paragraph, change "designing a new organ for our space" to "designing the accommodation for a new organ for our space."

Rector's Report

The Rector's report is attached.

Ms. Melchionna began by thanking everyone who participated in the recent virtual annual budget session and the virtual Annual Gathering. She reported that she had received

favorable feedback from parishioners on these virtual events. She also commended the tremendous staff team who made these possible.

The Rector then turned to the daunting idea of the parish coming back together again for in-person gatherings, asking how will we re-member ourselves as the body of Christ? She asked each Vestry member as they meet with various groups and committees to consider the question of why we are doing things in a certain way and ask whether we want to resume doing things in the same way as they were done pre-COVID.

The annual Vestry retreat will be held this Sunday from 12:30 until 3:30 p.m. Joyce Corbin Cunningham, who served in an interim capacity at Chapel of the Cross and now is diocesan trainer for dismantling racism, will be the facilitator. Ms. Melchionna reminded Vastry members that there is a video to watch in advance of the retreat.

2020 Parochial Report

The parochial report is a yearly report to the diocese that outlines membership, attendance, and services of the parish, as well as stewardship and financial information and outreach. This year it has added questions about the challenges of the pandemic.

It was moved by Mrs. Wollman, seconded by Mr. Rimer, and passed unanimously, that the Vestry accept the 2020 Parochial Report.

Finance Committee

The January financial reports are attached.

Ms. Olsen reported that the budget is in good shape and that the year is starting out well. Expenses are up in January, but this is because of timing issues related to transfers of funds.

She reminded the Vestry that \$85,000 of the PPP loan reserve was budgeted for use in 2020 to balance the budget, but it won't be expended until it is needed. The remainder of the PPP loan was set aside in a special fund.

The Rector reminded the Vestry of several significant gifts to the parish during 2020, including those from the estate of Gerald Unks, the estate of Sally Rohrdanz, and the Betty Sanders house. The Vestry has now received funds from an annuity from Mary White. The original gift was a gift for the Dobson chapel organ, for which COTC received a cash gift and was then named beneficiary of an annuity upon the death of Mary White.

It was moved by Mrs. Craver, seconded by Mrs. Wollman, and passed unanimously, that the Vestry accept with gratitude the generous gift of an annuity from the estate of Mary White.

Family Time

Family Time originated in 2017 at the invitation of Bishop Hodges-Copple. At that time, the practice was for the Vestry to engage in informal discussion of parishioners who have not been seen at church services recently and share the names of newcomers whom they have recently met. Family Time took on another role during the time of COVID. Mrs. Marshall has ably shepherded this effort and will now serve as liaison to the Pastoral Care Committee.

Announcements

The Rector informed the Vestry that she will soon be in contact with them about their Vestry assignments for the coming year.

Ms. Young offered a prayer, and the meeting adjourned at 7:10 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
- - - Finance Committee Report
- - - Stewardship Committee Report
- - - Faith in Action Report
- - - Lilly Report
- - - Preschool Report
- - - Family Time Report
- - - Christian Formation Report
- - - Parish Administrator and Stewardship Coordinator's Report
- - - Housing Allowance for Mary Cat Young

- - - Communications Report
- - - 2020 Parochial Report
- - - January Treasurer's Report
- - - January Financials