

**THE NEXT MEETING OF THE VESTRY
OF THE CHAPEL OF THE CROSS
WILL BE ON THURSDAY, APRIL 15, 2021
with the business session to begin at 6:00 p.m.**

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

The Vestry of the Chapel of the Cross again met via Zoom Cloud Meeting on Thursday, March 18, 2021. Present were Emily Moseley (Sr. Warden), Roman Perun (Jr. Warden), Carol Marshall, Alan Rimer, Lee Wollman, Annie Craver, Amy Daubert, Terry Eason, Meg Flournoy, Jess Aylor, Brian Coggins, and Harriet Pegram. 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 6:00 p.m.

Devotion/Prayer

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

Consent Agenda

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

- Approval of Minutes from the February 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 Buildings and Grounds 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 Parish Life and Worship Report (attached)
- Acceptance of Christian Formation Report (attached)
- Acceptance of Music Ministry Report (attached)
- Acceptance of Youth and EYC Report (attached)
- Acceptance of Parish Administrator's Report (attached)
- Acceptance of Communications Report (attached)
- Acceptance of Organ Impact Draft (Attached)

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

Rector's Report

The Rector's report is attached.

Ms. Melchionna began by saying that she has been thinking a lot recently about leadership and about how healthy systems always change in ways that are consistent with themselves. Referring to an article by the Rev. Tim Schenck, "A Way Forward for Church Leaders," she asked the Vestry to think about how to embrace the idea of resurrection rather than

resuscitation as the parish moves forward in a changed landscape post-pandemic. How do we affirm some practices of the past while letting go of others?

She then turned to the Organ Impact Draft (attached), a statement of how the new organ will fulfill and align with the mission and vision of the parish, and asked for Vestry reaction to it. The purpose of this statement is to equip the Vestry with the information about the role that the organ plays so that they can engage with parishioners about the project. Although the statement is not intended as campaign material, it was suggested that if the statement were to be used in the campaign, it should be condensed. It was also suggested that parishioners should be made aware of the specific deficiencies of the Kleuker organ and the need for its replacement. Mr. Rimer suggested that photos of the inner workings of the Kleuker might be posted along with photos of a new Casavant organ similar to what is being proposed for the church. Mr. Perun said that it needs to be emphasized that the organ is not only a musical instrument but also an instrument for outreach. Its impact is much broader than merely music. Vestry members are asked to send any further feedback to Mr. Coggins or Joe Causby.

Finance Committee

The February financial reports are attached.

Ms. Aylor reported that there are eight returning members of the Finance Committee and that she and Joan Pharr have joined the committee. The committee has begun discussion of key priorities for the coming year.

Ms. Aylor then asked Ms. Olsen to give the Treasurer's Report.

Ms. Olsen stated that the budget is 10% ahead of 2020 on the revenue side, a good start to the year. The message of "Please pay as you go" is working well with parishioners. On the expense side, the Capital Reserve and Debt Service were funded in January.

Of the \$415,000 in the Development Fund, there is \$404,000 available for loan repayment.

On the recommendation of a parishioner, the PPP Reserve Fund has been renamed the Special Reserve Fund.

Ms. Aylor then presented three recommendations of the Finance Committee for Vestry approval.

The first recommendation requests authorization of a change in signatories on the COTC financial accounts.

It was moved by the Finance Committee, and passed unanimously that the Vestry approve the change of the signature authority from Carrie Fraipont to Sabrina Olsen for the Chapel of the Cross accounts with Vanguard, Fidelity, and Edward Jones, to reflect the transition of the Treasurer role on the Vestry in 2021.

The Finance Committee further recommends that the bank loan be repaid in full. Vestry discussion followed.

The question was raised about the timing of the loan repayment and the as-yet unfunded portion of the nave restoration project, namely the firewall construction. Ms. Olsen confirmed that the outstanding loan balance of \$400,000 must be paid in full by the end of 2022 and that \$200,000 of that amount must be paid by the end of 2021. Mr. Eason suggested that it would seem to make sense to save both time and money by completing the nave restoration as a single project rather than having to deal with another construction inconvenience later. Ms. Olsen stated that there will still be pledges coming in on the *You Are the Light* campaign and that there are some other sources of capital available as well, and she added that it's important to close out the debt retirement element of the *You Are the Light* campaign. Mr. Eason said that he will take this information on faith as he supports the debt repayment.

It was moved by the Finance Committee, and passed unanimously, that the Vestry approve the final payment of \$400,000 on the bank loan, to be disbursed immediately following the Vestry's decision at the March 18, 2021, meeting.

The third recommendation of the Finance Committee is to allocate \$16,000 from the Program Fund to support the Livestream Permanency Project.

It was moved by the Finance Committee, and passed unanimously, that the Vestry approve the allocation of \$16,000 from the Program Fund to support official technology and infrastructure expenses identified for the Livestream Permanency Project.

Follow-up to Vestry Retreat

The Rector invited Vestry members to share their lingering questions and suggestions for how to move forward on the issue of racial equity. It was the consensus of the Vestry that they need more time with facilitator Joyce Corbin Cunningham in order to move past discussion and turn the focus into action. One comment was that we can't fix all of society, but we need to consider what we can take on that would be meaningful. Might this be education? Another thought was raised about how the parish might change to become radically welcoming. One Vestry member suggested that youth be engaged as leaders in this effort. Several members focused on their need to look inward at their own biases.

Nave Restoration Update

Ms. Turchi reported that contracts have been signed and some work has begun. Some of the furniture has been moved and floor protection laid down. Scaffolding will be erected beginning on Easter Monday.

SharePoint Site

Ms. Turchi said that the SharePoint Site is intended as a centralized location for all committees for minutes, etc. to serve as institutional knowledge.

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, with follow-up assigned as needed. Family Time took on another role during the time of COVID and is now in a transition period.

Ms. Melchionna offered a blessing, and the meeting adjourned at 7:55 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
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- - - Music Ministry Report
- - - Youth and EYC Report
- - - Parish Administrator and Stewardship Coordinator's Report
- - - Communications Report
- - - Organ Impact Report
- - - February Treasurer's Report
- - - February Financials