

**THE NEXT MEETING OF THE VESTRY
OF THE CHAPEL OF THE CROSS
WILL BE ON THURSDAY, JUNE 17, 2021
with the business session to begin at 6:00 p.m.**

**Draft Minutes of the Vestry of the Chapel of the Cross
20 May 2021**

The Vestry of the Chapel of the Cross again met via Zoom Cloud Meeting on Thursday, May 20, 2021. Present were Emily Moseley (Sr. Warden), Roman Perun (Jr. Warden), Carol Marshall, 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), and Nancy Kelly (Clerk). As part of his annual visit with the parish, Bishop Samuel Rodman also joined the Vestry for the meeting.

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

Devotion/Prayer

Mrs. Wollman led the devotion for the evening with reflections from Madeleine L'Engle's "Glimpses of Grace: Daily Thoughts and Reflections."

Consent Agenda

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

-Amendment to Minutes from March Meeting of the Vestry: Delete motion on p. 4 and replace with "It was moved by the Finance Committee, and passed unanimously, that the Vestry approve the change of the signature authority from Carrie Fraipoint to Sabrina Olsen and Barner Varner for the Chapel of the Cross accounts with Vanguard, Fidelity, and Edward Jones , to reflect the transition of the Treasurer roles on the Vestry in 2021."

-Approval of Minutes from the April Meeting of the Vestry, including amendment to p. 5, paragraph 3 to change "St. John's Winston-Salem" to "St. John's Wake Forest"

-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 Stewardship Committee Report (attached)

-Acceptance of Buildings and Grounds Committee Report (attached)

-Acceptance of Personnel Committee Report (attached)

-Acceptance of Faith in Action Report (attached)

-Acceptance of Lilly 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 Family and Youth Ministry Report (attached)

-Acceptance of Parish Administrator's Report (attached)

-Acceptance of Communications Report (attached)

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

Bishop's Update

The Rector welcomed Bishop Rodman to the meeting, saying that it is a gift to have him with us and that the parish is looking forward to being with him in person on Sunday. She thanked him for his steadfastness in leadership of the diocese during the COVID pandemic.

Bishop Rodman began by acknowledging that we've been through a lot together, emphasizing the word together, but he added that we've endured and are on the cusp of turning the corner. He then thanked Mrs. Wollman for the devotion, noting that the only requirement of a devotion is that it speaks to your heart. He added that Madeleine L'Engle has always held a special place in his heart.

Bishop Rodman then spoke of what it means to become beloved community, saying that it doesn't happen only in church. He spoke of the sense of community that developed in his neighborhood during the pandemic and that continues to this day even as restrictions are being lifted. He then invited Vestry members to reflect on experiences of beloved community in their lives.

He then turned to how, like some individuals, some churches have been more hard-hit by the pandemic than others, and he asked what will recovery look like for them and how can we help as a community?

Bishop Rodman concluded by saying that it is a joy to join the Vestry for a typical Vestry meeting.

Rector's Report

The Rector's report is attached.

Ms. Melchionna began by referring to the image of re-membering the body. How do we get back to our comfortable spot in the pew? How do we create space where people encounter the living God? As change takes place, we must remember that it must be for the benefit of the whole. She gave as an example the new 4:00 p.m. Sunday worship service to replace the former

5:15 p.m service. This give families an opportunity to worship together before heading off to Youth Group.

The Rector reported that she has been in contact with Joyce Corbin Cunningham about follow-up on discussions about racial justice that began at the Vestry retreat.

This is Ms. Bourne's last Vestry meeting at COTC. Ms. Melchionna has had an exit interview with Ms. Bourne, and she bade her "go with our gratitude and with our prayers."

The theme for the program year is Drawn in the Spirit, this theme drawn from a poem by English theologian and author Percy Deamer.

There is now the possibility to augment the Sunday service schedule with more people visible in the livestream.

Preschool

Ms. Moseley reminded the Vestry that the Preschool at the Chapel of the Cross, which is celebrating its fiftieth anniversary, is a separately incorporated non-profit organization. The parish values its relationship with the Preschool. It is now time to renew the agreement between the parish and the Preschool for a two-year term. The Preschool will reassume responsibility for cleaning the space it occupies. There will also be discussion about direct expenses such as utilities, which the church now pays, and how to make this sustainable.

Finance Committee

The Treasurer's Report for April and the April financial reports are attached.

Ms. Aylor reported for Ms. Olsen that the budget is in good shape, although revenues are lower because of fewer pledge payments and expenses are higher, mainly due to timing of

payments. There has been discussion of how to encourage more timely pledge payments. Pledge statements will be sent in June to remind parishioners of their pledge status.

Ms. Aylor reported on the Capital Expenditures Policy and asked for Vestry approval. She noted that the plan covers all physical property of the parish and that the expense threshold has been increased to \$2000.

It was moved by the Finance Committee, and passed unanimously, that the Vestry approve the proposed revisions to the Capital Budgeting Process Policy and Procedure.

Ms. Aylor called attention to the attached Capital Expenditures Report.

Bishop Rodman commented that he is impressed with the thoroughness, care, and expertise with the financial matters and the care in planning.

Finally, Ms. Aylor reported that the auditor began work on the audit this week. It should be complete by July.

Buildings and Grounds Committee

The Buildings and Grounds Committee Report is attached.

Mrs. Pegram reported that she has toured the Yates and Battle buildings and there is discussion on how to use these spaces in an environmentally friendly way. The committee proposes a sub-committee to gather information on the Yates and Battle spaces. Mrs. Craver suggested that the membership also include interested parties from other parish groups.

Personnel Committee

The Personnel Committee Report is attached.

Mrs. Wollman reported that at present there is a maintenance person who works 15-20 hours per week. In addition, Alan Rimer volunteers 25-28 hours per week as Facilities Manager. The committee recommends consideration of a part-time Facilities Manager (20-25 hours per week) for the 2022 budget. The Personnel Committee will draft a job description.

At present the committee does not recommend a paid position to staff the welcome desk.

Nave Restoration Update

Ms. Turchi reported that all is going well with the nave restoration project. The external scaffolding has been removed, and the remaining scaffolding is due to come down the week of June 7. A possible target date for completion is the end of June.

Family Time

Family Time is a time for the Vestry to engage in informal discussion of parishioners who have not been seen at church services recently and to share the names of newcomers whom they have recently met, with follow-up assigned as needed. This month, however, prompted by the situation in which dramatic property tax increases in the Northside neighborhood led to the willingness of sixteen COTC parishioners, among many others, to volunteer to help residents with appeals in a tight timeframe, Mrs. Marshall issued an invitation to Vestry members to reflect on where we have seen God's love.

Justice United Listening Circle

Mary Kent Hill joined the meeting to take notes on the comments of Vestry members during the listening circle.

Ms. Flournoy explained to the Vestry that the parish was a founding member of Justice United, which is an organization congregations and neighborhoods dedicated to the vision of "an

Orange County where those who work here can afford to live here; where we can be assured that if we work hard we will earn a living wage; where the public transportation system provides effective service to all residents, in all parts of the county; where people of color no longer have to endure the injustice of disproportionate and unfair policing; and where we can bridge divides and come together as a community to solve our shared problems."

Ms. Flournoy invited the Vestry to respond, limiting their response to one minute, to the following prompt: "Is there a story in your experience that is top of mind of concern for you?" Vestry members suggested issues ranging from contract workers who make the life of students possible, political polarization and the difficulty of reaching consensus when we can't even identify the problem, the inevitable evictions that will come when the ban is lifted, health care inequities, student loans, nutrition and food insecurity, internet access for students and the resulting increase in achievement gap during the pandemic, new development in town and its impact on lower income residents, cost-of-living, concern for those who lack support during the pandemic, women who left the labor force to stay home with children during the pandemic and how they might find it difficult to re-enter the labor force.

Announcements

Bishop Rodman will be here for confirmation on Sunday, May 23.

Ms. Bourne offered a prayer, and the meeting adjourned at 7:50 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
- - - Buildings and Grounds Committee Report
- - - Personnel Committee Report
- - - Faith in Action Report
- - - Lilly Report
- - - Family Time Report
- - - Parish Life and Worship Report
- - - Christian Formation Report
- - - Music Ministry Report
- - - Family and Youth Ministry Report
- - - Parish Administrator Report
- - - Communications Report
- - - April Finance Committee Report
- - - April Treasurer's Report
- - - April Financials
- - - Capital Expenditures Policy
- - - Capital Budget Report YTD March 2021