

**THE NEXT MEETING OF THE VESTRY OF THE CHAPEL OF THE CROSS WILL BE ON
THURSDAY, MAY 18, 2023
In the Overlook Room
With the business session to begin at 6:00 p.m.**

The Vestry of the Chapel of the Cross met in the Overlook Room and via Zoom on Thursday, April 20, 2023. Present were the following vestry members: Jessica Aylor, Brian Coggins, Anita Howell, Katherine Lavine, Caren Parker, Harriet Pegram (Junior Warden), Gail Perry, Roman Perun (Senior Warden), Alan Rimer, Brad Ross (via Zoom), and Faith Turchi.

The following clergy were present: Mary Catherine Young (Associate Rector for University Ministry), Keith Esposito (Curate), and Mawethu Ncaca (Assistant to the Rector, via Zoom.)

Also present were Diane McOmie (Parish Administrator and Stewardship Manager), Sabrina Olsen (Treasurer), and Alice Cotten (Clerk).

Senior Warden Roman Perun presided and called the meeting to order at 6:08 p.m. (delayed slightly because of parking challenges for some attendees). All present admired the awesome “Ecclesiastical Authority” and “Junior Ecclesiastical Authority” bags that staff had created and presented to the wardens in acknowledgement of their responsibilities during the Rector’s sabbatical.

Devotion/Prayer

Faith Turchi offered a devotion and prayer, drawing on the recent sermon of The Rev. Scott Balderson and on Kate Bowler’s book, *The Lives we Actually Have*.

Approval of March Minutes and Consent Agenda

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

Minutes from the March 2023 Vestry Meeting
Vestry Summary—March 2023 Vestry Meeting
Campus Ministry Associate Rector’s report
Curate’s report
Assistant to the Rector report
Christian Formation report
Youth Ministry report
Parish Life and Worship report
Communications report
Financial reports March 2023
Buildings and Grounds report – March 2023
Faith in Action report
Lilly Leaders report

Stewardship Committee report
 Casavant Organ Committee minutes – March 27
 Casavant Organ Committee minutes – April 17

Mr. Perun offered a motion to approve the March 2023 minutes. Alan Rimer seconded. All approved. Mr. Perun next offered a motion to approve the Consent Agenda. Harriet Pegram seconded. The Consent Agenda was approved unanimously.

Letter from the Clergy (attached)

There was no Rector's report because the Rector is on sabbatical. (Katherine Lavine reported that the Rector had arrived at her destination with the harp and is enjoying harp lessons.)

The Rev. Mary Cat Young reported for clergy: They are very glad for the Rector's sabbatical and are praying for peace and calm for her and for the parish during that time. They have confidence in the parish staff. Holy Week was smooth and wonderful in addition to being a busy time.

Letter from the Wardens (attached)

Sr. Warden Roman Perun reported that he is excited to have The Rev. Geoffrey Hoare arriving on May 1. Mr. Hoare will attend the next vestry meeting on May 18. In his letter, Mr. Perun reviewed and clarified the ecclesiastical responsibilities of the wardens during the Rector's sabbatical, and the daily oversight of parish operations and pastoral duties that will be the responsibility of Mr. Hoare. A helpful chart showing examples of this division of duties is included in Mr. Perun's letter.

Mr. Perun formally welcomed Brad Ross to the Vestry. Mr. Ross is filling the unexpired term of Bennet Waters and is the Chair of the Finance Committee. Other new committee chair assignments, noted in Mr. Perun's letter, are Building and Grounds (Faith Turchi), Faith in Action (Anita Howell), Personnel (Jess Aylor), and Stewardship (Katherine Lavine and Gail Perry).

Standing Committee Updates

Finance Committee: Committee Chair Brad Ross (via Zoom) asked first for a **Treasurer's report from Sabrina Olsen (attached)**. Ms. Olsen reported that there is a small excess of expenses over revenue for the first quarter, which is not unusual. Pledge payments are down a little, possibly due to implementation of a new online payment system. She has no concerns with the parish financial position. YTD expenses are close to budget and to the prior year. Unrealized assets are down in the Diocesan pool. She is waiting on the April report to see whether there is a rebound. The Organ Fund continues to grow. Cash in the Organ & Light Fund is at \$561,952. The Capital fund is in good shape, \$665,111, with \$90,050 committed for specific projects. Ms. Olsen thinks the parish is in a "really solid position."

Mr. Ross thanked Ms. Olsen for her comprehensive report and then moved to the three items that the Finance Committee was bringing to the Vestry for a vote:

1) “The Chapel of the Cross/Capital Budgeting Process—Policy and Procedures” (attached)

This document (six pages of text and two pages of infographic) from the Finance Committee was distributed at the March Vestry meeting, with notice that its adoption would be considered and voted on at the April meeting. Its purpose is to provide guidelines for approving and prioritizing capital expenditures for the annual capital budget and the five-year capital plan, and to address the approval process for implementation and monitor expenditures. **Alan Rimer seconded the Finance Committee motion to adopt the new capital expenditure policy, and it was approved unanimously.**

2) Weaver’s Grove Project (attached)

The Habitat Weaver’s Grove Project is only \$250,000 away from its \$7.5 million goal. Faith communities in Chapel Hill have been invited to fund the community center that will be an important part of the project, allowing those in market-rate housing and in Habitat houses to serve and learn together. The Finance Committee recommended that the parish pledge \$3000 per year for three years (2023, 2024, 2025) from the Social Ministry Fund, for a total of \$9000 from that fund. If the Vestry approved that recommendation, then an additional \$1000 per year for three years would be paid from the Rector’s Discretionary Fund, and an anonymous donor would contribute \$1000 per year for three years. The total COTC pledge would thus be \$15,000, paid in equal amounts over three years.

The Finance Committee motion to approve the Weaver’s Grove Project passed unanimously.

3) Solar Panel Project (attached) Mr. Ross asked Alan Rimer to speak about the Solar Panel Project. Mr. Rimer said that the idea originated in the Creation Care Committee about four years ago. More recently, the Creation Care Committee took the proposal to Building and Grounds, and then to the Finance Committee. Both supported the proposal. Total project cost is \$112,000. Project expenses and income are outlined in the attachment. Mr. Rimer reviewed the project proposal, including benefits, cost, funding, implementation, timeline, and responsibilities, all described fully in the attachment. Mr. Rimer responded to questions about the assurance of obtaining the grants, effects on the parish budget if the expected grants don’t materialize, possible effects of this fundraising on other fundraising efforts in the parish (such as the Organ Fund and planned giving), the timing, whether the panels might damage the roof, and whether having two permitting requests before the town at the same time might slow down both requests. The Stewardship Committee will work to develop a process to ensure fuller communication in future parish fundraising efforts. After a discussion of these issues, Mr. Perun commented that it had been important dialogue, a good discussion, and an impressive amount of information. He then moved that the parish

proceed with the solar panel project. Jess Aylor seconded Mr. Perun's motion. **The motion to proceed with the solar panel project was approved unanimously.**

Casavant Organ Update: Project Chair Brian Coggins provided an update to the minutes that were included in the Consent Agenda and are attached.

The Committee has received finished plans from both architects and engineers, and both are now out for bids. He pointed out that the Vestry has already approved the organ expenditure, but that there may need to be a called Vestry meeting to approve the contract for the work on the tower. Melody Savage and Harriet Pegram are working on preparing project plans for the Tower Remediation and the Nave Lighting Project. Harriet Pegram added that she and Melody Savage are working on getting bids for repair work on the tower. Mr. Coggins said that the town approval process cannot start until we have a contract. Removal of the Kleuker organ will begin on May 15.

Stewardship (on Consent Agenda, attached): Katherine Lavine pointed out that Sally Goodnight will chair the 2024 Annual Fund Campaign. Ms. Goodnight is experienced at fundraising, and the stewardship committee is pleased that she accepted this position.

Buildings & Grounds (on Consent Agenda, attached)

Faith Turchi reported that the committee is reviewing ways in which the organ project will affect other parts of the building. She also reported that work is being done on the storm drains, and that the external doors near Coker Arboretum are being refinished. The parish will be kept informed about this work.

Anita Howell reported that the **Creation Care Committee** will present the Adult Formation program on April 30. On April 25 the committee will give a presentation about composting for The Episcopal Church's "Good News Gardens" April gathering, via Zoom.

University Ministry (on Consent agenda, attached)

The Rev. Mary Cat Young reported that three students will be returning to Ecuador this summer, with financial supporters including the Global Mission Committee, the Lilly Endowment Grant, Student Mission Funds, and individual donations. There are about 36 active ECMers, with 15-18 attending most Tuesdays. They recently elected six student chaplains for next year. Vestry members will be invited to a meal with ECM on April 25.

The Rev. Keith Esposito offered a closing prayer, and the meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Alice R. Cotten
Clerk of the Vestry