

St. Margaret's Episcopal Church
Minutes of the Vestry Meeting
October 19, 2020

Present: Fr. Tommy Dillon, Senior Warden – Julie Parrish, Junior Warden – Ronny Daley, Secretary – Diane Bondioli, Treasurer -- Jack Warner, Tammy Gremillion, Molly Blackwell. Present via Zoom: Mark Liggett. Also present via Zoom: Suzanne Jamison.

Absent: Traci Precht, Jennifer Ocken.

Meeting convened at 6:30 pm.

- I. Opening devotion led by Fr. Tommy Dillon.
- II. Check-in: Discussion of recent events in Vestry members' lives.
- III. Approval of September 2020 Vestry Minutes. Motion to approve minutes by Ronny Daley, seconded by Jack Warner. Motion passed unanimously.
- IV. Senior Warden Report.
 1. Stewardship letters have been mailed to congregation.
 2. Fr. Tommy has begun announcing the names of those donating altar flowers and those being honored.
 3. Issues with Here Today Gone Tomorrow (HTGT).
 - a. Income has been dramatically reduced.
 - b. Ronny Daley and Jack Warner visited with HTGT staff.
 - c. HTGT has difficulties with processing donations due to shortage of employees.
 - d. HTGT processes direct donations first.
 - e. Discussion of James Barrow's role under present circumstances.
 - f. Agreement to maintain status quo for two months.
 - g. Ronny Daley and Jack Warner will visit with HTGT staff again.
- V. Junior Warden Report.
 1. Fire extinguishers have been recertified.
 2. Major problems with roof have been uncovered requiring immediate action – problem may stem from lack of flashing during the original construction. Three roofing quotes have been received.
 3. Discussion of funding for roof project – money is available in the capital fund established for such purposes.
 4. Plan to have hail damage inspection prior to undertaking roof repair.
 5. Quote received for refinishing main doors to sanctuary received at \$1,250, which includes sanding and 3 coats of stain and polyurethane.
 6. Junior Warden, with assistance from Paul Allman, replaced 90% of the light fixtures in parish hall. Fixtures were purchased with funds from Ronny Daley and Bill Bethea.

7. Letter complimenting Junior Warden's performance has been received from the Montessori School.
 8. Future projects include cleaning out the outdoor storage shed and repairing areas of the sanctuary ceiling.
- VI. Treasurer's Report (see report for details)
1. Balance Sheet of September 30, 2020.
 - a. Cash in banks: \$128,425.21
 - b. Other current assets: \$200.00
 - c. Fixed assets net of depreciation: \$671,429.98
 - d. Current liabilities: \$2,975.19
 - e. Long term liabilities: \$221,719.51
 - f. Restricted Funds: \$91,646.55
 2. Profit and Loss for September 30, 2020 and Year to Date
 - a. Revenue of \$19,114.73
 - b. Pastoral Expenses of \$9,781.75
 - c. Personnel Expenses of \$3,198.74
 - d. Administrative Expenses of \$5,238.99
 - e. Program Expenses of \$591.45
 - f. General Expenses of \$3,104.29
 - g. Month ended with a Net Deficit of \$2,789.29 against a Budgeted Deficit of \$5,529.28; Year to date Actual Income of \$17,699.00 against a Budgeted YTD Deficit of \$11,005.57.
- VII. SPIN and Outreach Report.
1. Suzanne Jamison, who was instrumental in founding the SPIN program, believes God is calling her in other directions.
 2. The number of people being served by SPIN has been affected by the COVID-19 pandemic.
 3. Participation by other churches in the SPIN program is diminished.
 4. Appreciation of SPIN's blessings both for the individuals served and the church participants.
 5. Laundry Love has also been negatively impacted by COVID-19.
 6. Discussion of final program to celebrate and close out SPIN ministry on the Feast on St. Margaret.
 7. Motion to commission committee to discern future direction of St. Margaret's outreach efforts by Ronny Daley, seconded by Molly Blackwell. Motion passed unanimously.
- VIII. Rector Report.
1. The first wedding during the coronavirus period was celebrated in a safe space with streaming on Facebook. Special thanks to Maria Curry, Molly Blackwell and Ross Young for their participation.
 2. Thanks to the Reopening Task Force for all their work allowing St. Margaret's to have in-person services safely.

3. The on-line fall parish meeting was successful, with good participation by the congregation.
4. St. Margaret's was named as the best church for young families.
5. Molly Blackwell and the Renovation Team continue to make progress with programs for the 16 children currently at St. Margaret's and the others to come in the future.
6. Looking towards new ministry options for the parish, including a Latino ministry.
7. St. Margaret's delegates to the on-line Diocesan Convention will be Julie Parrish, Lester Mut, and Paul Allman.
8. Jennifer Ocken, Charlie Vaughn and members of the parish are working on producing a crowdsourcing funding video. Eight two-minute videos will be edited down to one final video. The video will be shown on the website.
9. St. Margaret's continues to change lives.

IX. Old Business.

1. Payroll Protection Plan. Update by Treasurer. It appears that the SBA will forgive loans under \$50,000 with proper documentation. Treasurer and Bookkeeper will work on assembling documentation. It is possible that the forgiveness may come in calendar 2020
2. Fall Stewardship Campaign. Committee members are Julie Parrish, Ronny Daley, Paul Allman, and Catherine Buck. Package of stewardship materials along with Invite-Welcome-Connect information being sent to all members. Stewardship information will be posted on website; pledges can be made on-line. Ingathering will be on the Feast of St. Margaret, November 15.
3. Julie Parrish and Traci Precht will be working as Human Resources Committee members.
4. Budget committee members will be Fr. Tommy, Treasurer Jack Warner, Kathy Foster, Jean Faria, and Mark Liggett.
5. Parish Administrator's schedule will be 9:30-1:30 Monday to Thursday, and 9:30-11:30 Friday.
6. Key control and Sunday collection procedure changes will be implemented as Parish Administrator settles into new position.
7. Molly Blackwell presented update on progress with the Meditation Garden. To date, work has been funded by Molly Blackwell, Peggy Twyman, Becky Doiron, and Jean Faria. Request to add Meditation Garden to lawn service contract to be referred to the budget committee. Still seeking in kind donations.

X. New Business.

1. Ministry Architects update by Molly Blackwell. Long-term goal is to have full-time paid coordinator for youth and family programs. Immediate action is approval of a job description for a part-time Children's Ministry Coordinator. Motion to approve the job description by Julie Parrish, seconded by Ronny Daley. Motion passed unanimously.
2. Halloween Party for Young Families will be held on October 30. Renovation Committee is seeking volunteers and donations of candy.
3. 2021 Vestry Candidates. Molly Blackwell will stand for election for new three year term. Outgoing Vestry Members (Julie Parrish and Traci Precht) have reached out to potential candidates.
4. St. Alban's Pledge. St. Margaret's pledged \$3,000.00 over three years to St. Alban's Chapel on the LSU campus. One fundraiser to date has resulted in \$248.00. Proposal to budget \$150.00 per month to meeting the pledge will be referred to Budget Committee.
5. Fall Fundraising. Options to replace in-person Follies under consideration. Crowdsourcing projects under way.

XI. Closing prayer by Fr. Tommy, followed by adjournment at 7:59 p.m.