

Meeting of the Vestry
Chapel of the Cross
March 16, 2016

Present:

Davis Frye, Senior Warden
Jon Woodward, Junior Warden
The Rev. Ben Robertson, Rector
The Rev. Will Compton, Curate

Vestry Members Present:

Amy Barker
Mac Brown
Tell Flowers
Oscar Hartman
Dick Lawrence
Brian Martin
Sloan McKellar
Molly Meeks
Bob Williams

The meeting was called to order by Ben Robertson, followed by prayer and a reflection.

Minutes

Minutes from the February were reviewed.

Bob Williams made the motion to accept the minutes as written. Sloan McKellar seconded the motion which passed unanimously with aye.

Finance Reports (Oscar Hartman)

Oscar Hartman reviewed the financial reports from January 2016 and February 2016. After discussion, Bob Williams made the motion to accept the combined January and February financial reports. Tell Flowers seconded the motion which passed unanimously with aye.

Senior Warden's Reports (Davis Frye)

Davis reported that he has gotten a good response from Chapel members following the announcement that we have decided to move forward with a capital campaign. People are excited!

Junior Warden's Report (Jon Woodward)

Jon is in the process of transitioning the junior warden responsibilities and open project list from Bill Buhner to himself. Key projects include:

- Response to potential management company – we will politely decline/postpone indefinitely
- Deweese House repairs
 - Fans have been requested to distribute the heat – need an electrician to safely install
 - Shingles need to be replaced
 - Fence couplings need to be repaired
 - The outside needs to be painted
- Deweese House apartment repairs
 - Outside security light/stairwell light installed for safety
 - Leak in ceiling fixed
- Skunks were relocated from Chapel grounds and entrance to chapel was sealed with mesh
- Ernie re-grated driveway and replaced rocks that had been scattered
- Toilets were fixed/re-seated
- David Cado is procuring light ballasts for the offices and hallways in the parish hall
- Repairs and cleaning are being planned for damage caused by the fire in the parish hall. There is a need to coordinate regarding:
 - Replacement of table (Mandy Pope may have already procured another table)
 - Selection of replacement tiles for flooring
- Fire extinguisher will be recharged
- Parent's Day Out requests
 - Shaded area in playground
 - Process/Procedure documented to complete fire drills
 - Emergency Plan
 - Ability to close and lock iron gates for security
 - Overall church emergency plan
 - Repairs to prevent water leakage in first classroom
 - Repair door lock on Atrium 1
 - Remove rug by Janet King's office
 - Fix drain in courtyard

Action: Ben to reach out to PDO director to understand legal requirements for licensure, timelines and next steps.

Action: Jon to schedule cleanup day prior to Easter Sunday

Action: Ben/Jon to contact exterminator to understand what is included in current pest control contract (frequency and scope) as well as what it would take to increase/improve.

Rector's Report (Ben Robertson)

- Vestry reflections have been assigned for upcoming vestry meetings.
- Reminder for volunteer requests:
 - Breakfast committee – setup, serve, and cleanup (one or more breakfast – much help is needed)
 - Maundy Thursday – help in setting up, serving, and cleaning up is needed, and this is traditionally done by the vestry. Please refer to Ben's email for signup opportunities.

Curate's Report (Will Compton)

- Youth fundraiser has kicked off with the sales of hats and mugs. Each are \$12, or a set may be purchased for \$20. Proceeds will help fund the summer youth mission trip to Savannah, GA.
- This is currently the “peak season” for youth activities. Once the schedule slows down, the summer will be used for working with Courtney to plan and prepare for the longer term strategies and upcoming year.

Old Business

- None

New Business

- Capital campaign was discussed, and leadership/volunteer opportunities reviewed. Tentative timelines were discussed.

Action: All vestry members to email Ben and Davis by 3/17/16 with any preferred volunteer roles they wish to take during the capital campaign.

- Mutual Ministry Review was discussed, and several suggestions for formal vestry and rector goals were discussed.

Action: All vestry members to review the full Mutual Ministry Review, including verbatim comments, and email Ben and Davis with recommendations or feedback regarding goals for 2016-2018.

Bob Williams made the motion to adjourn the meeting. Brian Martin seconded the motion, and it passed unanimously with aye.

Respectfully Submitted by Amy Barker