

Minutes – Chapel of the Cross Vestry Meeting – July 19, 2017

Present: Molly Meeks, Bob Williams, Brian Martin, Jon Woodward, Dick Lawrence, Amy Barker, George Ezell, Amanda Camp, Jim Russell and Richard Roberson

Not Present: Debbbie Lominick, Grayson Guillory, Oscar Hartman

The Vestry Meeting was called to Order at 6:04 p.m.

Reflection was provided by Rev. Ben Robertson

Agenda was unanimously adopted with provisions for special guests

Special Guest - Shirley Abney, Chapel parishioner, has a request of the Vestry regarding the cemetery. Tony Jackson, a friend of Shirley's who was cremated several years ago would like for his cremated urn to be interred in the cemetery. Tony was not a member of the Chapel. Vestry was asked to consider the request and agreed to do so under Chapel's provisions regarding the cemetery.

Special Guests - Bill Buhner and Sharon Erickson, Director of Children's House Montessori School. Bill is member of the school's board and described several needs of the school, e.g., painting of the building, the building itself has cracks, the west end of the building has a gap in the floor between floor and wall itself. Bill expressed concern about the situation and the school will need to know what the vestry would like to do regarding the needs. Sharon explains that she's had to put cardboard in cracks to address deterioration. Mold which appears periodically has been cleaned, but returns. Air conditioning contractors haven't been able to explain the source or cause. Sharon reiterated that the cracks are getting worse. Estimates for these repairs have been provided to the junior warden. \$14,000 was one estimate to repair foundation issues. Building will require jacking from brick pedestals and bottom of the building. Northeast side of the building may require additional work and the rest of the building likely needs to be adjusted by two inches. Portions of the building are not suitable to be used as classrooms anymore. Asking for decisions soon, so that future decisions may be made regarding the continuing operation of the school. Painting estimates are in the neighborhood of \$14,000 as well. Abatement for lead paint was done years ago. To completely remove all underlying lead paint and repaint the entire building would be at least \$25,000. Amy Barker suggests that the Vestry research whether these issues regarding the structure are historically protected in the Livingston-Mannsdale district and that any safety priorities be identified. The school currently has 28 students.

Special Guests – Chuck Barlow, Brian Cabunac and Travis Altsman with Barlow Eddy Jenkins, P.A. provide an update on the planning and design phase for the new worship space and additional building(s). Chuck Barlow makes the presentation and leads the discussion with the Vestry. Decisions for the Vestry to make now are big picture decisions. When the schematic

designs were finished, we had an estimate on sanctuary, renovating half of this room and bathroom, and as an alternate the Vestry had considered building a new support building and toilets. The base bid is a minimally viable project, support building is greater benefit but costs more. \$3.8 million for base bid, \$46,000 over budget on alternate scheme, deducting toilets, we were \$230,000 over budget. The Vestry had directed the firm to proceed with that design and come back with a more relatable estimate. The estimates are now \$414,000 over budget for that design. This new estimate is not unexpected and is attributable to building materials costs increasing 4.38 percent and market costs over 7.5 percent – estimates could go down or up again over time. A quick budget recap is shared with the vestry.

The Vestry discussed various aspects of the project. The support building was reviewed again, specifically the family restroom, janitor closet and sacristy, which increased the space by over 200 square feet and increased costs. Handout included as Exhibit to the minutes.

Various options were considered:

Options 1 – Go forward with the current estimates and obtain a bid price.

Option 2 – Authorize some material changes to impact the estimates

Option 3 – Not to move forward at all with the project due to cost concerns

A complete redesign would be counterproductive since sanctuary can't be reduced below 400 seats, so it falls to redesign the support building. There are a few materials changes that could be made, but some will contribute to a shorter life span of the building. On west side we still have cast stone in the project, that's \$86,400 - it could be changed to brick and not impact longevity of building. Ben asks about the difference between these materials. Chuck recommends leaving stone around window and bricking around other; or cement plaster wash to save \$80,000 without affecting building longevity. We can look at other things that would not impact longevity. Looking at more ornamental. Vestry agrees with this approach.

Chuck states that we can set up the contract with the deducts and adds and alternate proposals. Modifying material cost options do not take long, can revise and get quotes back to the vestry quickly.

Vestry suspends agenda and discusses guest presentations:

Vestry discusses Shirley Abney's request. Concerns expressed about setting a precedent for future requests. Vestry decides to defer a decision and more discussion to the next meeting in order to consider the covenants which will be sent to the Vestry.

Vestry discusses repairs to the Dewees house. Periodic cleaning of mold was not known until this evening's discussion and the cracks were not as substantial until recently. Amy will call to find out about historical concerns. Vestry will ask for an inspection to determine needs before

deciding upon what action needs to be taken and agrees that focus on safety of building be a priority. Jr. Warden will ask for the inspection. Ben will inform Bill Buhner of these plans.

Vestry discusses worship space questions. Vestry discusses a redesign with stone around the window.

The following motion is made by Jim Russell and seconded by Bob Williams: I move that the project moves forward with construction documents which includes material changes as add alternate options that still preserve building longevity as well as the style of the building. The motion is unanimously approved.

Vestry resumes regular agenda.

Bob Williams moves that the minutes from the June meeting be approved. Richard Roberson seconds the motion and the Vestry unanimously approves.

Finance report is provided and discussion is led by Ben Robertson - pledges at high mark in June, vestry requests that financials be provided to the vestry one week before vestry meeting. Ben will direct Pam to provide financials one week prior to vestry meeting.

Jr. Warden report provided by Jon Woodward. The air conditioning in the Chapel is down. McInvale came out to review it and said that due to age and condition of the system, they cannot replace them. Proposed to place a package unit in back to create access hole under church where existing units can tie into system. This will allow access for serviceability. Quote is \$14,800. Compressors will sit outside and underneath the floor will be the ductwork. Package unit will sit near existing outdoor units.

Bob Williams makes the following motion and it is seconded by Brian Martin: The Vestry gives the Jr. Warden the authority to obtain quotes to purchase new unit(s) and to consult with the Pooleys regarding the project and further, to use funds to pay for these expenses from the Rainy Day fund. The motion is unanimously approved.

Rector's report - Ben has signed up for a program to work towards a business advantage certificate at Millsaps. Gates and Annie Elliot have been called to be co-priests in charge at St. Mark's church in Raymond; therefore, Gates will no longer be the Priest Associate at Chapel.

Associate's Report – Rev. Will Compton states tht Bill Buhner's lay worship leader program has been meeting and we have a good number of participants in the class. The hope is that these participants will be licensed during council meeting next year. Eric Eaton asking for approval is asking for the Vestry to approve his participation in the program. Dick Lawrence moves and Bob Williams seconds a Motion that Eric Eaton be approved to participate as a lay worship leader. A separate motion is made by Amy Barker and seconded by Brian Martin that he be approved as a lay eucharistic minister. Also, Will is starting a young person's Sunday School.

Old Business - None

New Business - Discussed above.

Motion to Adjourn was made by Dick Lawrence and seconded by Amanda Camp, the motion is unanimously approved and the Vestry meeting adjourns at 8:19 p.m.