

Meeting of the Vestry
Chapel of the Cross
December 20, 2017

Present:

Molly Meeks, Senior Warden
Jon Woodward, Junior Warden
The Rev. Ben Robertson, Rector
Oscar Hartman, Treasurer

Vestry Members Present:

Amy Barker
George Ezell
Dick Lawrence
Debbie Lominick
Brian Martin
Bob Williams

The meeting was called to order by Molly Meeks. George shared a reflection.

Minutes

Minutes from the November Vestry Meeting and December Special Meeting were reviewed. Bob made the motion to accept the minutes as written (with the corrections that Brian and Amy made). George seconded the motion which passed unanimously with aye.

Finance Report (Oscar Hartman, Treasurer)

- Oscar reviewed payments to date. We have a cash balance of around \$121,000 + around \$725,000. Vestry received financial report.
- Expenses were up with DITC (we spent around \$10,000 more)

Motion: Bob made the motion to accept the financials. Amy seconded the motion which passed unanimously with aye.

Building Report (Guest: Chuck Barlow)

Drawings are almost complete. Some modifications are being made. For all practical purposes, they are finished. Some items are needed in the specifications:

1. cost estimates (contingency fund). Chuck will wait to hear from Vestry.
2. contract duration 15-18 months (provision in contract for liquidated damages amount)
3. pre-bid date and bid date need to be given (issue for bid date will be January 15th) (bid date is 30 days after January 15th)
4. Where do you want to receive bids?
5. determine priority of preferences for add-alternates
6. Chuck will request a payment schedule from bidders. He will also add widening the driveway access.

Motion: Dick made the motion to allocate \$1,000 in liquidated damages. Bob seconded the motion which passed unanimously with aye.

Motion: Bob made the motion to allocate \$25,000 contingency amount in the specs. Debbie seconded the motion which passed unanimously with aye.

Motion: Brian made the motion set contract duration at 18 months. Bob seconded the motion which passed unanimously with aye.

Senior Warden's Report (Molly Meeks)

No Report

Junior Warden's Report (Jon Woodward)

a. Jon talked to Vestry about building a berm with the additional dirt.

Motion: Bob made the motion to *not* have dirt on property hauled off. Brian seconded the motion which passed unanimously with aye.

Building Report (Amy Barker)

-Amy passed out information on stained-glass window. The cost is \$14,000. Vestry needs to make a decision on whether they want to purchase the stained-glass window.

-Discussion on 2 options for Children's Chapel plumbing. Amy passed out information on water and sewer connections for Chapel of the Cross from Bear Creek Water Association, Inc. Jon Woodward and Bill Buhner recommended getting all buildings on the same system.

-Vestry would like to inquire about 1. sprinkler system within the new building and 2. amount of insurance needed (Bob will get the insurance information).

Question to consider:

2. Where would funds come from?

Decisions Made/Projects Completed

- Recommendations shared for sacristy space/millwork
- Multiple meetings with Bill, Jon, and team regarding sewer vs. septic
- Acoustician report received

Upcoming Milestones

- Review of acoustician report with Michael, Ben, and organ consultant
- Completion of construction documents
- Bidding and Negotiation
- Communication to parish

Decisions Needed

- Purchase of Itta Bena Methodist Church stained glass window vs. clear glass
- Sewer vs. Septic
- Location for spoil dirt post-construction

- Total Project Budget/Financing (pending January 10 meeting)

Rector's Ramblings (Reverend Ben Robertson)

Ben gave an update of Christmas services.

Ben will be out of town the December 27- January 5.

He is continuing to contact people for nominating committees.

He thanked Vestry for making phone calls for pledges.

The postcard regarding Annual Meeting, etc. will go out after Christmas.

Associates Associations (Given by Ben Robertson)

Motion: Molly made the motion to accept Bud Phelps as a Eucharistic Visitor. Amy seconded the motion that passed unanimously with aye.

New Business

a. Wednesday Night Supper- We have an increase in attendance. It is around \$20,000 for the year. The Finance Committee is asking for guidance.

b. Reminder: Special Vestry Meeting on Wednesday, January 10 at 6:00 pm

Adjourn

Motion was made by Brian to adjourn the meeting. Jon seconded the motion which passed unanimously with aye.

Respectfully submitted by Grace Simmons, Vestry Clerk