

**Meeting of the Vestry
The Chapel of the Cross
April 5, 2020 (via Zoom)**

Attendance:

Members present: Rev. Ben Robertson, Bob Williams (Sr. Warden), Ralph Stillions (Jr. Warden), Bill Buehner, Will Morton, Stan Herren, Steve Middleton, Tommy Roberson, Sarabeth Clark, Ellen O'Neal, Brock Haas, Rebecca Haas, Reggie Sims

Also present: Dana Tiffin, Amy Barker, Rev. Will Compton, and various pets of Vestry members

Absent: none

Opened in prayer by Rev. Ben Robertson

Reflection: none

February/March minutes and April agenda

--Bill proposed 3 changes/edits to February minutes and 2 changes/edits to March minutes

--Motion to approve these changes/edits made by Bob, seconded by Bill, approved unanimously by Vestry's vote

Old Business:

A. Finance Report—Brock Haas, treasurer and Dana Tiffin

--As of March 31, 2020, our pledge budget is at 92% for 1st quarter; non-pledge is at 26%

--\$40,000 short on revenue for first quarter

--moving toward creating profit/loss statement and have switched accountants

--pledges can still be sent to the church; Dana is going in twice a week to pick up mail

--Bill asked about confidence in accuracy of most recent audit; Brock is very confident in its accuracy

- Ben discussed applying for PPP (Payroll Protection Program)—federal loan for small businesses; can receive 2 ½ months of 2019 avg payroll

--Reggie added that you have to use 75% of the money to meet payroll and must retain the employees for it to become a grant, not a loan; he suggested we do it for the church; limited pool of funds so we need to act quickly

--Brock has the application but there are some questions he needs answers for; Ben suggested meeting at another time to iron that out and will fill vestry in at a later time

B. Senior Warden report—Bob Williams

--Bob updated the vestry on Covid-19 related issues

--UMMC is down to only a few beds

--religious entities are considered essential but only groups less than 10 are allowed; the bare necessity of people need to be on site

--1638 positive tests in MS at this time

C. Junior Warden report—Ralph Stillions

- things have been slow on site because of Covid-19 guidelines
- finished working on library re-do with help of the Guillorys
- boardwalk covering exposed tree roots in cemetery is complete
- driveway work/repairs may start Monday or Tuesday of this week
- the windows of the chapel need some minor repairs
- 1 bid including crane to repair woodwork; updated bid would be just to repair windows
- the recent hailstorm may allow us to be evaluated for damage to roof of Ed. Bldg and could lead to a possible insurance claim to pay for repairs
- Steve asked about security on the property—Ralph said offices are alarmed; we do not have alarm/security services for the DeWeese House

D. Building Committee report—Amy Barker

a. Project Review and Overview

--Master planning: April-June 2014

Consisted of forming a committee, planning a vision/overarching ideas; included current building, bell tower, other placeholders

--Space programming/schematic design

Consisted of establishing more specifics within the design

--Parish/vestry deliberation

Decided to move forward

--Fundraising

Consisted of meeting with parishioners and getting feedback

--Design development

Consisted of detailed planning

--Construction documents developed and used to solicit bids

--Plans for bids

All were rejected at this stage; bids were too high

--Value engineering

Consisted of trying to bring costs in line with our budget

b. Millwork changes/woodwork changes have added 30 day delay to construction; July 20 is the new completion date

c. Organ construction begins January 1, 2021; organ will be built, taken apart and shipped, and re-assembled on site

d. Amy went over various committees, their members, and their duties working on new building and how each committee contributed to the process

e. Reviewed remaining budget, income report, and expenses as of February 2020

f. Showed schematic for new rose window

g. Discussion

--Tommy asked if amount shown covers new chapel and Children's Chapel; the CC will be 900 square ft and cost \$250,000

--Stan asked about colored versus black and white glass in the rose window; that decision will be made by Furnishings Committee/approved by Building Committee and has yet to be decided, but either choice will not change the cost

- discussion of sewer vs septic in new space
- a fire hydrant may be needed also
- new hymnals/prayer books are covered in furnishings budget
- Rebecca asked if minutes from the Building and Furnishings committees are available; Amy stated that she has them, so yes
- Bill mentioned that some parishioners have complained about lack of transparency; he feels that this is something we need to pay attention to as the vestry; Amy is sending construction update photos to Emily to send to the parish

E. Rector's report—Rev. Ben Robertson

a. Worship

- Holy Week: 2 videos (Good Friday and Easter); packets of worship activities for Maundy Thursday and Holy Saturday
- Post-Easter: more of an informal, at-home style of videos or streaming with a devotion also
- Brock, Ben, Bob have discussed sending a stewardship letter with first quarter report to the parish
- Stan commented that the normal Easter donations to the Flower Guild won't come in this year; Ben said he would discuss accounting for this loss with Dana
- We are asking parishioners to record an "Alleluia" greeting and email or text it to Ben or Emily as part of Holy Week videos
- The Bishop has divided the diocese up into affiliations as we experience Covid-19 in case parishes have needs and require help; our affiliation is Chapel of the Cross, St. Columb's in Ridgeland, and Grace Chapel in Canton

b. Mr. Jackson

- not many changes/new developments
- EEOC rep is still negotiating

c. New Sexton!

- Ms. Carleen Hicks; also part-time at St. Columb's

New Business

- a. Phone calls/emails to check in with parishioners by members of vestry
 - first round was very well received
 - vestry will conduct a second round of calls and emails after Easter
- b. Will mentioned that CYA Sunday school group will meet again tonight
- c. Bill mentioned push to ring church bells locally at 6:00; vestry members will sign up to ring our bell at that time

Tommy moved to adjourn, seconded by Will Morton, unanimously approved by the vestry's vote

Minutes prepared by Ashley Herden, Clerk

These minutes were approved by the Board of Directors
