

**Meeting of the Vestry  
The Chapel of the Cross  
February 29, 2020**

**Attendance:**

Rev. Ben Robertson    Bob Williams, Sr. Warden    Ralph Stillions, Jr. Warden  
Ellen O'Neal, Tommy Roberson, Will Morton, Steve Middleton, Stan Herren, Sarabeth Clark, Bill  
Buhner, Rebecca Haas, Brock Haas, Ashley Herden  
Absent—Reggie Sims (at sea)

**Opened in prayer by Rev. Ben Robertson**

**Old/Ongoing Business:**

- January minutes--Motion to accept the January minutes made by Bob, seconded by Will, unanimously accepted by the vestry's vote
- Financial Report—no financial report available at this time; result of difficulties in transferring accounts from Pam to Dana  
--email has been sent with steps and protocols to bring this process to a close

**a. 2020 budget tweaks**

--changes in pledges and other amounts as reflected in the red notations on budget document were discussed  
--concerns were raised about a possible tax liability re:PDO  
--Finance Committee was asked to consult with tax attorney as to legality and liability  
--Motion made to approve budget made by Will, seconded by Bill, unanimously accepted by the vestry's vote  
--Brock, as treasurer, will submit notes to Dana

**b. 2020 fundraising**

--discussion moved to March meeting  
--donations made to support recent flood victims—donations will go to 2 displaced families and funds will be divided between them  
Stan moved to approve the use of these funds for this purpose, Will seconded, unanimously accepted by the vestry's vote

- Senior Warden's Report—Bob

**a. Capital and organ campaign**

--would like to start a new, much smaller-scale, capital campaign for the organ and to help reduce debt  
--possible small committee to work on a second round of pledges from people who did not pledge already, focusing on smaller donations

--discussion of time frame/start date for possible new campaign and who would be asked to donate

--Sarabeth moved to move forward on these ideas, Rebecca seconded, unanimously accepted by the vestry's vote

**b. Furnishings committee approvals**

--changes to work orders and contracts with Adam Gwin and HannaBerry Workshop already approved by finance committee

--discussion of contracts for items for new chapel

--motion to approve contracts and changes to work orders made by Stan, seconded by Ellen, unanimously approved by the vestry's vote

--electrical grounding issue will be sent back to building committee

**c. Annual Council**

--resolution came to the floor at 2020 Annual Council about making churches gun-free zones, and was sent to committee for further discussion/debate

--Saint Andrew's and Chapel of the Cross will co-host Annual Council 2021; a joint planning committee will be formed of members from both parishes

**d. Potential Property Re-Zoning**

--property diagonally across from DeWeese House is up for potential re-zone as a service station

--Board of Supervisors will meet March 12 at 9 am to discuss approval for re-zone

--Bill will contact Board of Supervisors to be placed on meeting agenda so we (as the Chapel) will be able to speak against this re-zoning; others will be contacted as well to aid in preventing this re-zoning

--Ben will email letter received about re-zoning to the vestry

• Junior Warden's Report—Ralph

--discussed that Ralph's vision is to change the culture of the job of junior warden; people should want to lead and serve in this position

--discussion of possibility of an assistant for the junior warden/possibly implement Building and Grounds committee

--would like to reinvigorate the Garden Guild as we develop new areas on our property

--would like to do work to improve the library

--looking at possible grant options for improvements to DeWeese House

--getting estimates for improvements to front gravel drive and windows in chapel (rotting wood, general work)

--would like to install new sink and faucet for Flower Guild in library to save money as running new plumbing to FG room would be very expensive

--looking at long range planning, our buildings are showing lots of age/wear; improvements to Ed Bldg, choir room, Parish Hall roof, leveling, HVAC system

--pond maintenance and dam seepage issues around the pond were discussed

• Rector's Report—Ben

a. Annual employee reviews are being conducted currently

b. Employee handbook is in process of being rewritten

- c. Update on Mr. Jackson's EEOC complaint
    - Chapel lawyer has made several settlement attempts but all have been rejected
    - negotiations under way
    - no suit has been filed, still working with EEOC on complaint
    - discussion of steps moving forward
  - d. Sexton/caterer update
    - ready to hire new sexton when we get the "all clear" from our lawyer
    - new caterer has been hired for Wednesday Night Supper
  - e. Ellen Durst needs to be approved as Diocesan worship leader; Bob motioned to approve, Tommy seconded, unanimously accepted by the vestry's vote
  - f. PDO has requested use of a 2<sup>nd</sup> floor room in the Education Building to compensate for loss of room on 1<sup>st</sup> floor to Catechesis
    - Rebecca motioned to reject the request, Sarabeth seconded, unanimously rejected by the vestry's vote
- Sarabeth motioned to adjourn the meeting, Rebecca seconded, unanimously accepted by the vestry's vote

Minutes prepared by Ashley Herden, Clerk  
These minutes were approved by the Board of Directors

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