

St. David's Episcopal Church
Vestry Meeting – July 25, 2017

Attendees: Vestry—Colleen Bast, Fred Speyrer, Orlon Daniels, Hal Williams, Patty Conard, Julio Alvarez, Lia Bertelson, Lee Hunter, Ama Couch, Robert Ward, Michael Sutton, Jennifer Rust

Non-Vestry –, Rev'd Michelle Ortiz, Karen Wright, Gary Dunsmore

Not Present, Vestry - no one

Not Present, Non-Vestry—the Rev'd Anne Elizabeth Swiedler, the Rev'd Ken Swanson, Rachel Berhannan

Check Ins: Vestry members briefly shared, summer experiences

Opening Prayer: Rev'd Michelle Ortiz

Acceptance of Minutes: Motion to accept the minutes from the June 27, 2017 Vestry meeting, was made by Patty Conard, seconded by Michael Sutton. Motion passed unanimously.

Spiritual Meditation: Orlon Daniels

“What if” Update Communication Audit

Communication Audit Group, Jennifer Rust, Michael Sutton, Hal Williams, evaluated the current church management software, including interviews with Cathy Cheatwood, Linda Thomas and Jan Georges.

The initial process identified 204 Church Management Software Systems. Realizing that, the group contacted multiple churches, comprising a cross section of several denominations, size equivalent to St. David's or larger. The intention of the calls, was to inquire about the success of the church's management software, understanding what worked well for them and what was lacking.

A central focus of any system change will be how it delivers financial data and the costs involved for various platforms providing cash to the church. The current group felt they needed to add additional members, who are familiar with the technical interface issues. Several names were suggested, Ron Felder, Therron Smith, Lia Bertelson, Phebe Conners, Anna MacHarg, David Kloess.

Next month the Communication Audit Group will report on the next phase of this project, which will include putting together a new group with different skills.

Associate Rector Update:

Events of the Month –

- August 5, 2017, will be a funeral for the brother of a child that attends St. David's Preschool.
- St. David's has experienced items being taken from Jeffords Hall. These have been primarily food items, such as 17 pounds of ground meat, snack items and personal staff items.
- On August 13th, the ministry fair this year will present with a new format. This new format is expected to stimulate participation as well as reduce set up time. The format is to have one table, with all ministry leads identified with their name and the ministry they represent. The more relaxed atmosphere would invite members to approach leaders of ministries asking questions and learning more of what this ministry provides.
The Parade of Ministries will occur at the 9am service.
- Rev'd Ken Swanson will be returning from sabbatical, as of Tuesday July 25, 2017, approximately 8:04PM, in 6 days, 11 hours 55 minutes and 37 seconds.

Sr Warden:

- Lee Hunter, Patty Conard, Orlon Daniels and Colleen Bast are evaluating what process would be most effective for reporting the status of each ministry group.
Part of this evaluation will be determining what staff members if any need to complete a report for the Vestry. Ministries that are headed by parishioners also vary in Vestry liaison needs based on activity and budget.
The group presented the current ministry list, including the ministry heads with the list divided into color coordinated subsets, identifying potential reporting needs. Interviewing members of the staff, it

was suggested that staff job responsibilities be placed in Dropbox, to avoid Vestry members duplicating tasks. Jan Geoges suggested that her responsibility with Jeffords Hall could be covered with bi annual reports, enhanced with email updates.

Jr Warden:

Sinclair House has experienced flooding problems. During the previous week David Ingraham and Charles Peters spent a good deal of time identifying where they thought the problem was and had believed they fixed the problem. A few days later when the flooding occurred again, David contacted three plumbing companies for an estimate. Leroy's Plumbing, using a camera at the end of a cable line, identified sewer line blockage. They were subsequently able to identify three blockages created by invasive root systems in the sewer line that extends from the house to the street, and have begun the process of removing the sewer pipe that is blocked and replacing those sections. Leroy's Plumbing has also identified other issues with in the plumbing system of the house that will need to be corrected.

Tim Georges spoke to a representative of the Church Insurance Company and reviewed our insurance policy for Sinclair House. He found that the insurance will cover the repairs to the building for damage caused by the flooding and up to \$2500 forexcavation costs. The church bears responsibility for all costs associated with repairing the plumbing. The current estimate for the plumbing repairs is \$10,800.00.

At the request of the Jr. Warden, Fred Speyrer to provide funds for this repair, the following motion was presented by Robert Ward and seconded by Hal Williams.

Motion for the Vestry of St. David's Episcopal Church, Roswell GA, to approve funds for emergency repairs to the sewer and plumbing systems at Sinclair House, not to exceed \$10,800.00.

The motion passed unanimously.

Jr. Warden, Fred Speyer presented the following motion, seconded by Mike Sutton,
To provide funds to cover the insurance deductible.

Motion for the Vestry of St. David's Episcopal Church, Roswell GA, to approve payment of \$1000.00 to Serve Pro for the insurance deductible, covering the repairs from the internal flooding issue, to the building identified as Sinclair House.

The motion passed unanimously.

It was noted that Fred and Charles did a significant amount of work attempting to fix the problem that caused the flooding. In addition, they provided a major amount of the clean up caused by the flooding.

Front entrance. There continues to be concern regarding he stones at the front entrance. The concerns are being evaluated, determining what solutions may be practical. The front doors and the doors where the elevator is on the second floor have been refinished and look very good. It was noted, the front doors were scheduled to be done during Vacation Bible School.

Security cameras. There are two estimates for the security cameras. There has also been a request to add additional cameras, in addition to the Preschool cameras. Fred proposed that the two camera projects be split. The initial camera proposal was only focused on the preschool in order to enhance the security for the children. Once that has been completed, we could readdress adding additional cameras in vulnerable areas as a different project.

For the August meeting, Fred will provide confirmation of the cost estimates for the cameras and provide two additional estimates.

Treasurers Report: Presented by Gary Dunsmore.

Financial information:

- Traditional summer slowdown seems to be exasperated. Complimented by a slowdown in Capital Campaign donations.
- Audit has been completed. The final report will be presented next month.

- All involved with the Finance Committee have done a good job. Particularly correcting the issues that were presented in the 2015 Audit.
- The August 2018 Budget Process will begin soon

Ministry Reports:

- The Ministry reports will continue as we evaluate the current process
- Ministry Liaisons have put reports in Dropbox.
- The chairperson of the Pew Crew and the Flower Ambassadors reported they would like to retire.

Old Business:

- Relating to the purchase of the IPADS for the Unidat program, Ama Couch provided an update of Unidat family focus and the families commitment. Unidat's goal was integrating the Hispanic community into St. David's community; with a secondary goal of integrating the Hispanic community into Roswell at large. Unidat has three main focus points.
 - Education to the children
 - Education to the adults (ESL)
 - Home support for families, providing food items, rides, and other non recurring needs
 Unidat has a limit of a two-year period where each family may be involved in the Unidat program. It is expected that if a family commits to the program, a two year period, would provide enough stability for the family to not need the intense help Unidat provides. This allows St. David's to reach out to new families. St. David's currently does not have enough resources to assist the number of families interested in participating in the Unidat program. The current year will begin with 10 families and 26 children. Each family must commit to a St. David's covenant that provides a structure for attendance and behavior policies.
 - ❖ The family must attend regularly, and be on time, if they are unable to attend they must call Ken Harris before noon on the day Unidat meets.
 - ❖ Children must bring their backpacks to each Unidat meeting,
 - ❖ There is neither crosstalk nor backtalk during a class session.
 - ❖ Families are to assist with either setting up for the evening or cleaning up.
 If the family does not live up to the covenant commitment, they are asked to leave the program. At this time all Unidat families are members of St. David's. Julio has encouraged the Hispanic congregation to take advantage of the 'IPAD Tablets'. Julio feels the tablets will be a great help to the mothers who help their children during the week with homework.

New Business:

It was suggested that St. David's provide the Dave Ramsey, Financial Peace University program.

Robert Ward moved to adjourn the meeting. Hal Williams seconded the motion. Passed unanimously.

Closing prayer: Robert Ward

**August Vestry Meeting:
Tuesday, August 22, 2017 6:30 PM**