

**St. David's Episcopal Church**  
**Vestry Meeting – August 22, 2017**

**Attendees:** Vestry – Colleen Bast, Fred Speyrer, Hal Williams, Patty Conard, Julio Alvarez, Lia Bertelson, Lee Hunter, Ama Couch, Michael Sutton, Jennifer Rust

Non-Vestry – the Rev'd Ken Swanson, Rev'd Michelle Ortiz, Karen Wright, Gary Dunsmore, David Bacon

Not Present, Vestry - Orlon Daniels, Robert Ward,

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

**Check Ins:** Vestry members briefly shared, summer experiences

**Opening Prayer:** Rev'd Ken Swanson

**Acceptance of Minutes:** Motion to accept the minutes from the July 25, 2017 Vestry meeting, was made by Patty Conard, seconded by Ama Couch. Motion passed unanimously.

**Spiritual Meditation:** Ama Couch

**Rectors Update:**

"What if" : Metric survey results presented by David Bacon.

David presented a well-crafted display illustrating the major points and results of the St. David's most current survey, distributed this summer. The metric results were not compared to the whole of the parish. The survey only took into account those who responded. This survey was predominately completed by the 55+ populations. It was explained that once children have left the home, individuals have time and the inclination to make the church a more central focus of their life.

Also, the survey indicated a distinct political trend which no doubt reflects the current environment in which we live.

The survey should be repeated in the November and April time frame to increase the validity, also including a section to indicate if this respondent has completed previous surveys and identify what service the respondent attends.

It would be prudent to encourage young families to respond, thereby widening the age base.

Survey results should be printed and published so members of the parish know that the survey has significant meaning to the parish as a whole.

Noting that the overall survey identified a 90% approval rate, we need to remember 90% is an exemplary approval rating, indicating the church is doing an overall good job.

**Education Overview:**

- Wed night. Several programs taught by the clergy staff, including Barry Kubler and April Love Fordham. Teaching the Disciple program on Wed night, will be Bob Coleman, Peter Toy and Tony Cathcart .
- Sundays Rector Forum will kickoff on Sept 10. Various topics will be taught by Darlene Swanson, Anne Elizabeth Swiedler, Barry Kubler, April Love Fordam, Bob Coleman and our new Parish nurses, Katie Sailors and Kathryn Howell.
- In addition to the current Bible studies offered such as EFM, Tuesday Evening, Wed morning, Thursday morning programs, there will be Adult confirmation, Connection café and the Spiritual Direction program.

**Staffing:**

- As the church continues to grow, we may see some staffing changes.

- Deacon Rev'd Tom Adair, has been a hospital Chaplin and will serve as a Deacon one Sunday a month plus work with the Parish Nurse Program
- Priest Associate Rev'd Rich Sanders is a very talented man who is also an Attorney. He will be celebrating once a month on Sundays and teaching within the education cycle. With a young and vital family, Rev'd Sanders will balance his law practice, family and church responsibilities.
- Rev'd Canon John Bolton is a psychotherapist with a private practice and is currently Canon Pastor to clergy in the Diocese of Atlanta. At this time he is assigned to St. Aidens to assist in the transition to a new Rector. He would like to come to St. David's as clergy, sometime in the fall.

The addition of these clergy will create a strong clerical staff, helping to provide support to our parish.

**Stewardship:**

The new, year round stewardship program that we have been studying, will require some deep planning before we proceed with implementation. In the coming months we will be creating a committee to begin the process of implementing the new program. It is unrealistic to expect the committee to be prepared for the 2018 stewardship campaign.

This fall's stewardship campaign, will proceed as we have done in the past.

Ken attended two Diocesan Stewardship programs during his sabbatical and St. David's new member integration program was featured at both programs.

Ken learned attending the two Stewardship programs that St. David's stewardship program has been the model in the Diocese. We are doing very well in the stewardship area. However, our growing edge is to be creative in reaching new members for our parish and developing the spiritual strength of our parish.

**New Ministry:**

- A member of St. David's would like to begin a new ministry focused on Human Trafficking in the Atlanta area. Atlanta is the center for human trafficking in the U. S. and this individual would like to provide educational programs to the parish. The education program would raise awareness of this issue as well as make members of the parish cognizant of the signs that may indicate someone is in danger.
- A member of the parish is interested in providing solar energy to Ghana, Africa. This member is developing a distinct and radical plan for the success of this ministry and would like St. David's to offer financial support. Africa is being heavily evangelized by the Muslim faith. This program would provide energy for that population and would bolster the Christian presence within Africa.

**Sr Warden:**

There is a current promissory note being held by a parishioner using Sinclair House as collateral. This promissory note has been renegotiated every three years with interest terms stating that interest is not due on the balance unless the interest paid on a certificate of deposit at Bank of America exceeds 2%.

The owner of the note, John David Jr., has requested that the note be rewritten to a termination date of 2028. The note also includes terminology stating that if John David were to expire prior to 2028, the note must be paid off in 120 days. The terms of the interest would remain the same, an interest free note unless the rate for a certificate of deposit at Bank of America goes above 2% APR and should that APR be reached the interest rate for the loan would be 1%.

Question was raised regarding the churches ability to repay the note. Should the note need to be repaid, the church could sell the house, or use monies from church investment funds.

Ama Couch presented a motion to accept John David's adjustments to the promissory note.

- The term of the current promissory note currently held by John David Junior, will be extended to 2028. Should John David Junior, expire prior to 2028, St. David's Episcopal Church will be required to pay off the note within 120 days of John David's death.

Michael Sutton seconded the motion. The motion passed unanimously.

The material from the Ministry Liaison Report Update committee will be presented at the September meeting.

**Jr Warden:**

A panel on the room divider in Jeffords Hall was identified as needing to be replaced last month. In addition, it was found there is a crack in the ceiling of the main room in Jeffords Hall.

- Fred Speyer, Jr. Warden, presented a motion to approve replacing the room divider panel in Jeffords Hall, not to exceed \$2850.00. Motion was seconded by Jennifer Rust. Motion passed unanimously.
- Fred Speyer, Jr. Warden, presented a motion to approve repairing the ceiling crack in Jeffords Hall, not to exceed \$2500.00. Motion was seconded by Ama Couch. Motion passed unanimously.

**Preschool Security:**

Fred reminded the Vestry that the preschool security discussion began with a request to add security doors in the hall to separate the preschool from the church common areas. A consultation with the local Fire Marshall determined this was not possible due to fire regulations. The vestry then began the discussion around installing security cameras in specific locations. Several staff members then identified areas in the main building that would benefit from security cameras. After discussion with Ken it was decided to proceed with the preschool cameras. Currently that would be six cameras outside the building, with an expense of \$4575.00, and three cameras inside the building with an expense of \$1450.00.

Peggy does have funds that were donated after completing a grant request form. Ken's special fund, will make up the difference.

At the request of the Jr. Warden, Fred Speyrer, a motion was presented by Colleen Bast and seconded by Ama Couch for the vestry to approve the addition of security cameras to the preschool area, paid for by a grant to the pre school with the balance provided by Rev'd Kenneth Swanson's special fund.

The motion passed unanimously.

**Sinclair House repairs:**

Updating on the flood repairs and expenses. There has been a \$10,800.00 expense of which \$2500.00 will be reimbursed by our insurance. Servpro was contracted to clean the damage. The area has been cleaned and the construction repairs are still in process.

The contractor will be contacting Katie McRee to select flooring and other items that need to be replaced. This project is to be completed by the end of the month. Only unforeseen issues would change that time frame.

**Treasurers Report:** Presented by Gary Dunsmore. Parish giving through June and July has been stable, with some additional pledges being received.

**Financial information:**

At the request of Gary Dunsmore, Michael Sutton presented the following motion.

Following the September 10, 2017, normal payment to the interest only note held by Renasant Bank, a payment of \$250,000.00 will be made to reduce the principal of the interest only note held by Renasant Bank.

Motion was seconded by Patty Conard.

Motion passed unanimously.

- September 1, 2017, Gary will begin sending out the requests for the 2018 budget.
- Vestry members are asked to contact their ministry heads with instructions to:
  - Reduce their monetary request to the minimum necessary due to some anticipated shortfalls in the 2018 income base.

- Return the Budget request by October 6, 2017, prepared to explain the budget needs if the budget has not been reduced.
- Some overlapping budget items, such as Family ministry, Children and Youth, will be examined to determine what funds may be combined.
- The Budget also may be aligned with the Parish Survey results to emphasize the ministries that need to grow.
- It is expected that a budget will be prepared to review with the Finance Committee on November 16, and with the Vestry on November 28.

**Ministry Liaison Reports:**

- The Fire Marshall indicated that a dresser that is used to do 'sign ins' in the Nursery must be removed.

**Old Business:**

- Communication: The Communication team has reached out to obtain new members for the team. They have also asked the software companies to present a document describing the technical aspects of their system.  
The main focus of determining what software would best suit St. David's is ease of use for the staff and the ability to integrate with the current financial system.
- Financial Audit for 2016 has been completed. There were not any significant issues. For the first time we have presented our financial report to the Diocese by August. The vestry offered kudos and congratulations to Cathy Cheatwood and Rachel Berhannon.

**New Business:**

None

Fred Speyer moved to adjourn the meeting.

Ama Couch seconded the motion.

Passed unanimously.

**Closing prayer:** Rev'd Michelle Ortiz

**September Vestry Meeting:  
Tuesday, September 26, 2017 6:30 PM**