

St. David's Episcopal Church Vestry Meeting

August 28, 2018

6:30 pm Bethany Room

**Attendees (Vestry): Robert Ward, Ken Harris, CaroleAnn Padgett, Pat Daly, Patty Conard, Julio Alvarez, Orlon Daniels, Lia Bertelson, Lee Hunter, Leonard Ferrand, Ama Couch**

**Attendees (Nonvoting): Meron Kelly, Rev. Michelle Ortiz, Rev. Ken Swanson, Rev. Rich Sanders, Rev. Carole Maddox, Rachel Berhannan, Gary Dunsmore**

**Absent: Jennifer Rust**

- Check Ins
- Opening Prayer Rev. Ken Swanson
- Acceptance of Minutes Rev. Ken Swanson
  - Motion to accept the minutes was made by Lee and seconded by Ama Couch
- Meditation Patty Conard
- Rector Update Rev. Ken Swanson
  - **“What If”**
    - Connect First update
      - June-July – 1000 cards sent out (1 new member)
    - Parish Survey Recap
      - Vestry members shared three takeaways each
      - Action items: sound system, family-friendly service changes, Sunday School offerings, etc.
  - Lay Leadership
    - Key leadership positions opening up in Jan:
      - Treasurer
      - Finance Chair
      - Wedding Coordinator
      - Youth Lector Chair
      - Head of Stephen Ministers
  - Young Family Engagement Rev. Michelle
    - Suggestions for improving family worship:
      - 9am is not ideal for families (parking, timing, etc.).
      - Keep summer schedule and offer an additional 10am service for families in Jeffords Hall.
      - Basement band twice a month at 9am service
      - Judy Hines will continue to offer a kid-friendly activity during the sermon at the 9am service.
      - 3 service option
  - Emergency Preparedness Rev. Rich
    - Last Nov. a committee was formed to begin looking at the emergency preparedness of the church. The following areas were discussed:
      - Medical emergency
      - Weather

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- Fire
  - Gun Violence
  - Mission is to develop a plan to protect those that worship, learn and work at St. David's
  - Officer Arick Furr, Marilyn Hedrick's son-in-law, with the Alpharetta Police Department made a presentation for the committee on emergency preparedness
  - The officer's feedback included:
    - policies are great but at the time of an emergency, individuals need to be prepared to react
    - train the trainer method is too cumbersome
    - Save yourself. It is natural to want to do this. This doesn't apply to adults with children.
    - St. David's understaffed when it comes to law enforcement
  - Rich recommends Emergency Response Ministry to address training members of our parish
  - Point of vulnerability – choir room
  - 2 law enforcement officials year-round \$10-12,000 per person (\$50/hr)
  - Medical/fire emergency: vergers and ushers, as well as breakfast team, all need training (medical, weather and fire)
  - Ken charged Rich with the responsibility of designing a training program with ERM (particularly for the leadership groups)
  - Deacon Maddox added that mental health/ first aid training is also important. Uniformed individuals can have a negative or positive effect.
- Staff update – The Venerable Carole Maddox, Archdeacon of the Diocese of Atlanta has joined our clergy staff.
- Her primary responsibility will be Chapel Mass with Katie Elberfeld
- Senior Warden Update Robert Ward
  - Year Round Stewardship plan review
    - August Recap
      - Path to Shine received many donations
    - Fall Plan: Sept-December activities have been planned (Appendix A)
    - September – Ama shared “Rhythm of Fall” theme ideas:
      - Routines and Resolves
      - Spiritual discipline education (Forward Day by Day)
      - Welcome Committee spotlight
      - October – Orlon Daniels to lead
        - Women's retreat
        - Wednesday program
        - Trunk or Treat

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- Nov- Ken Harris to lead
- December – Julio Alvarez to lead
- Year round calendar
  - Robert put all of the parish activities on one calendar
  - This resource will be helpful for monthly stewardship planning
- Rector's Forum Plans
  - Sept. 9<sup>th</sup> – Vestry - Year-Round Stewardship presentation
- Ministry Liaison Reports
  - Good progress
  - Leonard adds Foyer Ministry may have run its course
- Junior Warden Update Patty Conard
  - Building & Grounds update
    - Patty shared David Ingram's updates (i.e. gutter replacements, carpet cleaning, parking lot lights, etc.) and upcoming events
    - Picnic tables - Hunter Cartwright and a team from Boy Scout Troop 430 members built new tables as his Eagle Scout project
  - Playground & tables
    - A parishioner has given a monetary gift towards playground renovations
    - Patty presented a Motion and Robert Ward seconded to approve the enhancements for the preschool playground. The motion was unanimously approved to:
      1. Install black aluminum fence around the entire extend play area. \$21,417.60.
      2. Prune specific low limbs on certain trees. \$1,255.70
      3. Install new sandbox and relocate existing swing set. \$2,617.70
      4. Engage Crabapple Landscape Experts as the project contractor. Due diligence in selecting this vendor has been done.
      5. Funds to pay for this will come from a new \$25,000 donation. Total project cost \$25,291. Peggy Fallon has additional funding in the pre-school budget to cover the balance of the project cost.
        - Bob Coleman (vendor)
        - Robert suggested a day of work in order to finish some paint projects for the preschool
- Treasurer's Report Rachel Berhannan
  - Rachel shared the July Treasurer's Report (Appendix B)
  - Auditor presented finding to the Finance Committee and the report was clean. Final report is expected soon.

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- Finance Committee Gary Dunsmore
  - *Health Care Resolution to Change Base Health Plan* (from PPO to consumer-directed) offered to employees was moved by Ken Harris and seconded by Ama Couch. (Diocese-wide changes) Vestry unanimously approved.
  - Parish Giving Analysis (Appendix C)
  - 2019 Budget Calendar (Appendix D)
- Old Business
  - Communication plan is a continued work in progress as new platforms are introduced and implemented
- New Business
  - 3 aspirants will be presented from our parish
    - Robert Coleman
    - April Love-Fordham
    - Josh Paradis
  - Motion to endorse Robert Coleman (Lia moved and CaroleAnn seconded) as a postulant for the priesthood in Atlanta, passed.
  - Motion to endorse April Love-Fordham (Lia moved and Ama seconded) as a postulant for the priesthood in Atlanta, passed.
  - Motion to endorse Josh Paradis (CaroleAnn moved and Orlon seconded) as a postulant for the priesthood in Atlanta, passed.
  - Each aspirant will meet with the Commission on Ministry in October.
- Closing Prayer Rev. Michelle Ortiz
- Ken Harris moved and Lee seconded a motion to adjourn the meeting.

### Appendices

[Appendix A](#)

[Appendix B](#)

[Appendix C](#)

[Appendix D](#)