

**St. Gregory the Great Episcopal Church  
Vestry Meeting Minutes  
August 10, 2021  
In Person- Masked and Socially Distant**

**Present:** Eddie Bennett, Kelly Black, John Bray, Blaine Everson, Anna Hiers, Jane Hudson, LeeAnne Krause, Nikki Mathis, Caley Ross, Julie Worley, Jeff Welch, Chrissy Moffett

**Absent:** Les House

**Devotion:** LeeAnne Krause

LeeAnne read “Who Am I?” by Dietrich Bonhoeffer. Discussion followed on thoughts of feeling all over the place with Covid and daily life. Groups of three shared in triad time.

**Approval of June Minutes:** Nikki Mathis

Nikki called the meeting to order. The minutes of the June meeting were sent to Vestry members in advance of the meeting. No meeting was held in July. A motion was made and seconded to accept the minutes as presented. The motion was approved unanimously.

**Financial Report:** Jeff Welch

Copies of the July financial report were distributed. Jeff Welch reviewed the July report in Les House’s absence. July revenues are \$2,184 over budget and expenses are \$1,330 over budget. The July net total is \$2,140 compared to a \$1,286 budget. Year to date revenue is \$23,740 over budget and expenses are \$3,965 over budget. The year-to-date net total is \$19,464 compared to a (\$311) budget. Jeff stated that year to date numbers are better indicators since months can fluctuate.

Discussion followed on revenues. Jeff indicated that Les will be looking at trend data to see if people are pre-paying pledges or are paying more.

**Three Resolutions for Vestry Consideration & Approval:** Jeff Welch

Jeff introduced the following resolutions for vestry approval.

*St. Gregory the Great Episcopal Church will accept the \$3,200 bid from Aldridge and Associates to complete the 2021 parish audit.*

In keeping with financial policies since the contract exceeded \$3,000, Les tried to obtain three bids for the audit but only received one from Aldrige and Associates. They are approved by the Atlanta Diocese. Les asked for and received a two-month extension for the audit, which is now due to be submitted on November 1. To meet this deadline, it needs to be started as soon as possible. The request made was to waive the financial policy for three bids and contract with Aldridge and Associates for the audit. A motion was made to accept the proposed resolution. The motion was seconded and approved unanimously.

*St Gregory the Great Episcopal Church will waive the three-bid requirement for the installation of live streaming equipment. That is, St. Gregory the Great Episcopal Church accepts TSAV's bid of \$5,570.09 for labor and \$2,810 for equipment.*

More equipment needs to be purchased and installed to continue to live stream. There are not a lot of companies that do this for churches specifically and TSAV has already provided part of our AV installation. Other bids out of Atlanta will charge for travel. TSAV is headquartered in Athens and is recommended by local churches. A motion was made to accept the resolution as proposed. The motion was seconded and approved unanimously.

Jeff noted that given increased costs around live streaming, contracted services will be over budget for 2021.

*Move the balance in the Memorial Walkway Designated Fund, currently \$4,072.32, to the Buildings and Grounds Designated Fund.*

Jeff indicated that the operating fund for Buildings and Grounds would be used to cover the overage in contract services. Mark Reinberger will use funding from the Buildings and Grounds Designated Fund for the remainder of the year. A motion was made to accept the resolution as proposed. The motion was seconded and approved unanimously.

**Strategic Budgeting for Church Committees:** Nikki Mathis

Discussion was held on strategic budgeting. Nikki indicated that specific needs of committees were necessary to provide better information should budget cuts be needed in the future. This would allow for a budget to be built around known needs. Jeff Welch informed the vestry of the forms used for strategic budgeting, 2019 operations and 2020 budget information, and reviewed the pages. He indicated that Kendall could pull the 2019 budget detail to share with the committee chairs. The budget will be built in November to get to the vestry in December. Julie asked to receive the 2019 budget amounts.

Nikki thanked Jeff and the Finance Committee for the work on the forms. She noted that the information received will help in stewardship so that we know what to ask for. Nikki asked Jane to pass along her thanks to the Finance Committee.

**Rector's Report:** Nikki Mathis

Nikki provided her report. She indicated that \$900 of in-reach had been provided to one family. She noted that CDC guidelines still prohibited a common cup. She indicated that when Covid infection rates were at 50 she would like to move services outside with participants masked. Discussion followed on vaccination rates. Nikki indicated that a rain date was not available for the bishop's visit in September and that if he is not here on the 12<sup>th</sup>, he won't be back for another year.

Nikki informed the vestry that staff did not receive COLAs (cost of living allowances) this year and that no Christmas bonuses were budgeted. Since regathering has no budget, it has been coming out of

her discretionary fund which is running low. Tents will be needed for the 50<sup>th</sup> anniversary celebration, a police person needs to be hired to help with the flow of traffic, and money is needed for the reception. Since these needs are immediate, Nikki will draft a letter to the congregation asking for funds to cover livestreaming costs and the anniversary reception. She noted that this is a move backwards in budgeting for a sustainability but there is not another option since funds are needed immediately.

Nikki asked for a volunteer and an alternate to attend the Annual Council in Atlanta on November 12<sup>th</sup> and 13<sup>th</sup>. Blaine Everson volunteered to attend and LeeAnne Krause volunteered to be the alternate.

Nikki indicated that questions have been raised about the quarterly reports for the strategic plan since the strategic plan cannot be worked on for the balance of 2021 due to Covid. A proposal was made to suspend the quarterly reports for a year due to Covid and to revisit the topic as a vestry in January 2022 to decide on resuming them. A motion was made and seconded for the proposal and approved unanimously.

**Senior Warden's Report:** Jane Hudson

Jane discussed the 2022 Vestry Nominating Committee and the vestry nominating process. The Senior Warden, the Junior Warden, the Rector (in an ex-officio capacity), a retiring vestry member, and two members of the congregation, preferably one from each service, serve on the Committee. Julie Worley agreed to serve as the retiring vestry member. Jane asked the vestry to provide names for the congregational members of the Committee. Names for potential vestry members can be provided to anyone on the Committee.

Jane asked for a vestry replacement for Karen Radde as Parish Life Chair. John Bray agreed to step in. Discussion was held on empty committee chairs and volunteer positions that need to be filled.

Jane informed the vestry of the resolution to the existing IRS issue. After hiring a representative to deal with the IRS on our behalf, a letter was received from the IRS stating that the issue has been resolved. Jane noted that another smaller IRS issue from 2017 in the amount of \$1,000 has surfaced.

Jane asked for approval of the Parish Contribution to the Diocese of Atlanta. This is based on a 3-year average of 10% of the operating budget. Last year the amount was \$39,150 or approximately \$3,263 monthly. This year it is \$40,200 or approximately \$3,350 monthly. A motion was made to approve the Parish Contribution to the Diocese. The motion was seconded and approved unanimously.

Nikki closed with a prayer and the meeting was adjourned at 8:55.

Respectfully submitted by Chrissy Moffett.