

THE CHURCH OF ST. JOHN IN THE WILDERNESS

MINUTES OF THE VESTRY MEETING FEBRUARY 13, 2020

The meeting was called to order at 5:01 pm by Senior Warden, Carol Rector. Attending were Cynthia Easterling, Terry Enslin, Marie Hyder, Greg Newbold, Shelley Schiro, Michael Shannon, Gib Sims, Jerry Tanner and Dick Zecher. Cynthia gave the devotional. **Carol made a Motion to approve the minutes of the January 9, 2020, Vestry Meeting, it was seconded by Shelley and was passed.**

Carol gave the Finance and Treasurer's report stating there is nothing new for 2019 and distributed the January 2020 Actuals and Forecast (attached). Bill Farrell (Assistant Treasurer) discussed the 2020 Financials. He then explained the Depreciation Schedule and Procedures (attached) and said proposed procedure number 2 was recommended by the finance committee and he was in agreement. He reminded all that 2020 will be an audit year so it was critical everything be done correctly with agreed upon procedures. **The Vestry voted unanimously in favor of accepting the Fixed Asset Capitalization and Depreciation Policy and its proposed procedures. Greg made a Motion to approve the Financial Report, it was seconded by Cynthia and was passed.**

Greg reporting on Safety and Security stated training in medical response has taken place, will be renewed annually, and we have ordered additional first aid supplies. He said SJITW items currently needing immediate attention are (1) the parish office door is not secure, particularly when office staff is alone in building, (2) the door to the education building is unstable and our nursery is vulnerable, and (3) the church needs cameras with continuous monitoring ability (see attachments with images). In addition, we need to upgrade locks to all other entrances. Approximate total cost for these recommended security updates is \$22,250 which could be funded by budget, capital reserves and proposed targeted donations. Regarding the \$11,500 expenditure, Carol said if we have targeted individuals who may offer financial assistance, we would need to enlist the help of Fr. Josh. She doesn't feel we need approval to improve security of the parish office doors and, new locks totaling \$250 also do not require approval. Shelley reported she and Jim Vint are working on an emergency response team composed of individuals who would commit to each service (as well as church events) with very specific roles. They will coordinate with Fr. Josh to insure he is comfortable taking the lead should medical response be needed. **Carol made a Motion to (1) reinforce the parish office door, frame and window, and expense the \$4,500 as a security line item and (2) take the \$6,000 expense for installation of a double metal door with a superior lock for the Christian Education building out of capital reserves, it was seconded by Marie and was passed.** Greg said the Security and Safety Committee will continue drafting procedures and making recommendations.

Jerry reported on grounds that (1) the Cemetery committee agreed to pay \$1,620 of the budgeted \$4,020 for treatment of hemlocks in the Cemetery, (2) we are still working on the telephone system, (3) the Cemetery committee will pay to paint the fence surrounding the cemetery and (4) he will meet with Pace to see if they will agree to repave (at no expense to us) the lot next to the Wilderness Room when they repair the large hole in the parking lot. In addition, while replacing the Education building roof, the roofers noticed extensive damage to the Administration building roof. He has an estimate to replace the roof for \$16,690 and will obtain a second estimate.

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Michael reporting on stewardship said we are currently over budget but \$2,200 short of target, having recently lost a \$5,000 pledge but he is optimistic due to Fr. Josh's arrival, new members, etc. Our averages have been increasing, but our total number of pledges are declining.

Marie reported on Endowment (attached) stating we had good investment gains and the ending balance last year was \$779,238. We have \$28,733 (\$27,440 for general purpose and \$1,293 for international outreach) available for distribution in 2020. She stated it may be a good time for another Baring Society event, due to a change in the laws, for discussion and education purposes.

Carol, reporting for Janet on Communications & Publicity (attached), said there will be much publicity in the area of SJITW welcoming a new Rector, including a picture of Fr. Josh and his family. In addition, they are discussing possibly videotaping the Sunday services, which will need to be discussed with Fr. Josh.

On Outreach, Tom Deyerle, Greg, Carol and a member of Grace Lutheran met to discuss Grace's Outreach program, which is similar to the same philosophy as SJITW. Our Outreach has received \$11,000 from the Sheffer Fund for local outreach and we have also adopted Edneyville Food Pantry, where Beth Melton has become very active as our representative. Fr. Josh is interested in doing an outreach ministry with our youth in the future.

Carol said it is extremely busy right now at SJITW with February 25 Mardi Gras, that will be a potluck with costumes and a happy hour, E.R. Haire will do 4 Lenten Tuesday evenings and Fr. Josh will do the fifth session. Carol asked if the Vestry would approve an honorarium for E.R. and suggested it be \$1,000 and all were in agreement. There will be a baby shower for Rosanna on March 15 after the late service, and the ECW Bazaar is scheduled for May 3. The ECW would like to use our golf cart during the bazaar and put a pod for storage in the parking lot for use prior to the event. Vestry training will be February 22 in Asheville and Carol suggests carpooling by meeting in SJITW parking lot between 8:30-8:45 am that morning.

Carol read the Rector's report and requested the Vestry now move into Executive Session.

Respectfully submitted,

Kathryn Deyerle, Clerk