

**Minutes of Meeting of Vestry of
St. Paul's Episcopal Church of Murfreesboro, Tennessee, Inc.
Date of Meeting: November 15, 2022**

Method of Meeting (i.e. virtual or in person): In Person

Vestry Members:

Vestry Member Name:	P = Present A= Absent
Bartsch, DeAnna	P
Burgess, Nick	A
Clayton, Don	P
Dieringer, Sharon	P
Felciano, Dan	A
Hay, Kristi	P
Kellerman, Allison	P
Kyriakoudes, Louis	P
Loucky, David	P
Miller, Brad	P
Owen, David	A
Sachs, Steve	P
Tolbert, Martha	P

Clergy Present:

Dr. Blaess

Rev. Whitnah

Thomas Becker

Staff Present:

Heather Studenberg

Others Present:

Ted Goodman (clerk)

David Rowe

-
- 1 **The Meeting was opened with a devotional by Kristi Hay**

2

3 **The Agenda was approved. Motion to approve by Steve Sachs. Seconded by Martha**
4 **Tolbert. Motion carried unanimously.**

5 **Review of Minutes:**

6 The minutes were approved. Motion to approve by Don Clayton, seconded by Kristi Hay,
7 unanimous.

8

9 **Financial Report (Jeanne Potter):** Jeanne was out-of-state so Martha Tolbert provided the
10 financial report.

11

12

13 **Angela Tips** provided a report on music ministry. Angela is celebrating her twentieth year of her
14 music ministry at St. Paul's. The efforts to hire an Organ Scholar have not been successful. Angela
15 has arranged for her friend Susan Kelly, PhD, to come in to help Angela. Susan will handle the
16 Wednesday night choir rehearsals and will be paid from Angela's salary, so, this will not increase
17 the cost to St. Paul's and will provide Angela a much-needed reprieve. Susan will start on January
18 1, 2023.

19 **Committee Reports:**

20 **Finance and Administration Report (Martha Tolbert):**

21 Martha provided a detailed explanation of Jeanne's report. St. Paul's is doing much better
22 than budgeted for the year. However, our actual expenses YTD are \$770,000 but compared to last
23 year's expenses were \$718,000 YTD. This can be attributed largely to our church being open
24 more so this is *not* alarming. Our revenue has gone up as well, but, not as much as our expenses,
25 so, that is a little bit of a concern. Our expenses are also slightly above budget for the Junior's
26 building. We are in a strong cash position.

27 Motion to approve by Brad, seconded by Deanna. Motion carried unanimously.

28 Martha stated she had nothing to add to her written report.

29 **Stewardship Report (Nick Burgess):**

30 Nick was not present. Kristine informed the Vestry that the annual campaign has had
31 158 families submit their estimates of giving for almost \$771,000. 24 of those are new pledgers
32 or people who have made pledges in the past but not pledged recently.

33 We are expecting to receive annual estimates of giving from another 40 or so households.

34 The above & beyond pledges (which are earmarked for debt retirement) total \$140,000.
35 These pledges will be matched by another donor so that will be a total of \$280,000 that will go to
36 debt retirement.

37 **Communications Report (DeAnna Bartsch):**

38 Nothing to add to written report except to state that Stacy Clark's term as communications
39 director ends this year. We need to find a new communications director. That person will have
40 big shoes to fill.

41 **Arts, Design & Gifts Committee (Louis)**

42 The contract for the Rood Cross has been signed. Payment will be made soon. We expect
43 to take delivery in approximately two (2) years.

44 **Worship and Music Report (Kristi Hay):**

45 They are preparing for Advent. Kristine added that George Carlson has talked with Sledge
46 Craft about the improvements to the Neave.

47 **Adult Discipleship Report (David Loucky):**

48 Nothing to add except that the Daughters of the King are planning an event in January to
49 which all women in the Church will be invited.

50 **Children's & Youth Discipleship Report (Sharon Dieringer):**

51 Nothing to add.

52 **Outreach Report (Steve Sachs):**

53 Episcopal Peace Fellowship is being discontinued due to lack of interest. The blood drive
54 will occur in the spring. Angel Tree sold out. We are now only providing volunteers for Journey
55 Home for one day only due to a lack of volunteers. We are to provide bell ringers for the Salvation
56 Army on November 25, 26, and December 1.

57 The Refugee Settlement is on hold to get more information from Inspritus, the Lutheran
58 agency in charge.

59 **Parish Life (Allison Kellerman)**

60 The Wednesday night dinners will resume in January. They are going to recruit church
61 members to cook and the church will solicit donations rather than charging a fee to attend.

62
63 **Wardens' Reports**

64 **Jr. Wardens' Report (Brad Miller & David Owen):**

65 Nothing to add to written report other than Bach & Sons recommends doing some painting
66 & repairing on the dormers facing East Main Street at a cost of \$6,343. The Junior Wardens will
67 provide more detail next month.

68 **Sr. Warden's Report (Don Clayton)**

69 Nothing to add.

71 **Heather's Report**

72 Heather will reach out individually to the Vestry Members regarding information she need
73 for the annual report.

74 **David Rowe's Report**

75 The congregational discernment committee has met with Rick Stevenson and Rick
76 discerned that the does not have a call to ordination in the Episcopal Church. So, the committee
77 has ceased to meet.

78 **Clergy Report:**

79 **Associate Rector's (Rev. Whitnah):**

80 Arch Bishop Philip Freier, Anglican Archbishop of Melbourne, Australia, is visiting
81 which is very exciting. Thomas Becker will be fulfilling his Sewanee Requirement by the end of
82 this September. December 4 will be his last official Sunday but he will continue to be here from
83 time to time in a non-official capacity.

84 On December 21 (the longest night of the year) we will have a special service in the Chapel
85 for those people who have difficulty during the Christmas Season. The service will focus on
86 healing and hope.

87 The Christmas Pageant will be on Christmas Eve at the 3:00 PM Service.

88 **Rector's Report (Dr. Blaess):**

89 Kristine spoke about our mission and moving forward. Kristine read from Ephesians 4.
90 Kristine spoke about the direction of the Church moving forward.

91 **Executive Session:**

92 The vestry did not hold an executive session.

93
Respectfully submitted,

Theodore W. Goodman
Clerk of the Vestry

Finance and Administration Report November 2022

Prepared by Martha Tolbert

Office Assistance: I've returned from traveling and resumed assisting Heather with bank reconciliations and other financial data entry.

Other Items: Thanks to Parishioner David Hall, we have filed our IRS 990-T and our Tennessee franchise and excise tax return and are in the process of remitting taxes due.

Communications Report – October 2022

- **ONGOING COMMUNICATION**

- Friday eNewsletter
- Sunday service reminders
- Bulletins for each service
- Website updated weekly with service information, bulletin and eBlast link

- **UPCOMING**

- Stacy Clark will be stepping down from her role on November 18. She is incredibly busy and feels it is time to create more space in her schedule for herself as she works a full time job, this side job, does freelance work and raises two kids. It is completely understandable, but we as an office want to take the time to recognize the contributions she has made to St. Paul's brand and overall professional feel to our communications. We are incredibly grateful for the time and talents she has shared with us. We will continue to work with her in a freelance capacity as we can for high level projects. Moving forward to fill this incredibly important role, the Parish administrator and clergy are updating the position description and awaiting the outcome of the stewardship campaign to determine potential funding for this role to continue.
- Prior to Stacy's departure, she will be designing a template to be included for announcements on Sundays to go with the bulletins. This will allow for bulletins to be printed on their normal schedule and announcements separately. Also allowing more room as needed (since bulletin length varies greatly
- Communications for Stewardship - texts, emails, eblasts, social media - are drawing to a close
- INPUT requested: Does the Vestry have any thoughts regarding a theme for the Winter Epistle? Gina Urban will begin start calling for articles in December.

From: David Loucky

To: St. Paul's Vestry

Date: 11/15/22

Re: Vestry Report: Adult Discipleship

Adult Christian Education

Rector's Forum: "Faith in Practice" based on Ephesians 4, in which Paul teaches the church HOW to be formed into the body of Christ (St. Paul's mission statement).

Unit 2: To walk in the grace given to each one of us according to the measure of Christ's gift (focus on Christian Leadership, with guest presentations from leaders in the community)

Unit 3: To be renewed in the spirit of your minds, putting on the new self, created after the likeness of God in true righteousness and holiness

Unit 4: Living in Community: To grow into the full stature of Christ (Fellowship – a robust understanding/experience of being together)

Unit 5: To walk in love as Christ has loved us (Wendell Berry: It all turns on affection – loving your people, loving your place, loving your world)

"Advent and the Arts" resumes with Angela Tipps, Steven Severn and Lauren Gamble taking us through music, poetry, and visual arts.

Parent Group: Each week we discuss a question intended to help us see how our every-day life may be filled with the presence of God.

Pilgrimage: Fall session to be completed next week with 14 pilgrims, all regularly attending church. Several plan to be confirmed next year.

Meat and Potatoes: Fall 2022 focuses on the Old Testament using Ellen Davis' writings.

<https://divinity.duke.edu/faculty/ellen-davis>

Anti-Racism Task Force:

An American Lament, an 8-week discussion/devotional series, began Oct. 19 with 15 participants from 3 downtown churches. Meets Wednesdays from 6:15-7:00 PM. Led by Michael+, Stacey Owen, Nancy Loucky and Kris McKusker.

Advent and the Arts: Center for Christianity Culture and the Arts (CCCA). Free devotional series provided by Biola University. To be included in the e-blast: <https://ccca.biola.edu/advent/>

9:50 a.m. (Monday-Friday)

Daily "bite-sized" Bible Study and Prayer. On going.

Discipleship groups ("African" Bible Study format)

Current leaders: David Rowe, Scott Telford, Rhonda Pendergrass and Stacey and David Owen.

New members may contact David Loucky to plug in.

Lectionary Bible Study: Wednesdays at 9:00 a.m. 14 - 19 meeting in person this fall.

St. Paul's Episcopal Church
Vestry Meeting Minutes
Saturday, October 15, 2022, 11:00 a.m.

In attendance:

The Rev. Kristine Blaess, The Rev. Michael Whitnah, Jeanne Potter (treasurer), Heather Studenberg (parish administrator)

Vestry in attendance: Don Clayton, Brad Miller, Kristi Hay, Louis Kyriakoudes, Steve Sachs, Nick Burgess, David Loucky, David Owen (zoom), Sharon Dieringer, and Allison Kellermann.

Not in attendance: Dan Felciano, DeAnna Bartsch, Ted Goodman (clerk) and Martha Tolbert.

The Rev. Kristine Blaess (KB) opens the meeting asking if there is anything new to add to the agenda and if not for it to be approved. Motion to approve from David Loucky then a 2nd from Kristi Hay. All approved.

KB asked if everyone had a chance to review last meeting's minutes and if there were any changes to present. No one noted any changes. Don Clayton made a motion to approve the minutes, 2nd from David Loucky. All were in favor to approve the minutes.

KB brought up the first agenda item The Great Rood. Louis Kyriakoudes started to present to the proposed price of \$44,000 and the contract from the artist Davis De'Ambly. Several items were brought up:

- Jeanne Potter asked what if the designer gets sick while its being made? Are there provisions in the contract to cover that?
- Sharon Dieringer had questions about copyright usage of the church using the cross' image on communications.
- Don Clayton would like to see a set of deliverables at set dates as a formal way to check the progress of the Great Rood as proof for payment installations.
- Another concern raised if he is unable to fulfill his obligations with the third-party vendors who are producing the art how does the contract protect us.

Louis made a motion that he would go back to make these adjustments to the contract and then send it out to vestry for their approval before sending it to the artist. Nick Burgess 2nd the motion and all approved.

KB discussed how we will want to educate the parish about the rood before it is installed. Why a rood? Use the cathedral to provide context. There was discussion of showing the drawing and the progress pictures? The Rev. Michael Whitnah brought back up the concern of whether showing the drawings violates copyright.

Sharon D brought up we will want to ask the artist how do we want use this image on branding? As a lawyer she thinks that once it is installed a set fixture of our church that we own the rights of the rood, though not to be used for proprietary purposes. We need denote that the artist, D'Ambly, is the designer and retains his copyright of the design but not the actual Great Rood.

As there are no other items on the agenda KB brings the meeting to a close. All approve to adjourn and she leads the group in the Noon Prayer, BCP p. 103.

Jr Warden Report – November 2022

Completed Projects (November Report):

- Installed CO monitors in Narthex attic storage space
- Ordered de-icing materials for campus sidewalks
- Propose repairing and painting dormers on Academy St. Side of the building
- Quote and insurance settlement received for damaged gutters and downspouts. Discussed proceeding with quoted job – work beginning this week.
- Assessing heating system in Nave as it seemed cold this past week.

Current Projects (November Report):

- Procure funding for basketball goal – acquire & install equipment
- Review proposed contract and evaluate whether we want to put the church bell on an annual maintenance contract
- Evaluating alternatives for HVAC repair / replacement
- Review landscape and security lights – replace non-functioning ones – quote received from Haynes Service Company
- First aid kits purchased for the narthex, nursery wing, St. Margaret's, youth room, parish hall upstairs, the Wall Building and the kitchen – deploy in appropriate locations
- Wall Building front door issues
 - The new closer has been adjusted but is still not closing the door properly as it still occasionally hangs open - creates a security issue for the Wall Building
 - Fletcher Holland to evaluate - possibly we got a bad part
 - Have quote in hand to provide a new standard door to solve this issue permanently - \$4K quote for new door from Fletcher Holland
 - Heather soliciting additional quotes
- Evaluating lock requirements in several locations in conjunction with Safety Committee
- Create & deploy signage for various applications on the church property

October Parish Life Report

Completed events

- on-going Wednesday night dinners
 - averaging approx. 50 people per dinner
 - had last dinner for the year the last week of October
- “Gratitude Sunday”
 - similar to Pentecost in the Park
 - had this on October 16th to cap off our giving campaign
 - Mens Club grilled burgers and hotdogs (60 of each were bought and we ate all of it)
 - Morris Hamby will provide music pending his son’s health

Pending/Upcoming events:

- Cooking Classes
 - put on pause until the Spring when we can get more volunteers to help
- Supper Clubs
 - Collier Smith is coordinating
 - had 1st dinner Oct 21 with 9 people attending,
 - next dinners are : Jan 20 th , Feb 17 th , and April 21 and many more have signed up
- Lessons and Carols
 - Joan Kellermann is coordinating
 - parishoners will provide finger foods,etc
 - wine will be provided as well
- Thanksgiving lunch 11/24/22
 - Jerri Reddit is coordinating
 - parishoners will bring sides and she wants someone to cook the meat instead of buying it (still up in the air)

Future Events to consider

- Terri Donovan and her husband want to coordinate when we resume in the new year
 - they will supply food and cook, and recruit cooks
 - still waiting to discuss with her further

Bock and Sons Company

PO Box 12391

Murfreesboro, TN 37129

615.580.2908

July 21, 2022

TO**FOR**

Mr. David Owen or Mrs. Heather Studenburg

116 N. Academy St

Murfreesboro, TN 37130

Misc. Repair and Paint Four dormers on the Main Street elevation.

DESCRIPTION**AMOUNT**

Misc. Repair Allowance - \$250/ Dormer	\$1,000
Paint four Dormers	\$2,850
Lift rental	\$1,380
General Conditions, Equipment & Overhead	\$811
Fee	\$302
Total	\$6,343

All materials, labor and equipment provided by Bock and Sons Company.

Please review the above budget projection as outlined in the cost valuation. If you have any questions concerning this Budget Proposal, contact Fletcher Holland, 615.580.2908, bockandsons@gmail.com.

THANK YOU

Fletcher Holland

bockandsons@gmail.com

615.580.2908

Report for Children and Youth Ministries, October 2022

Attendance at Catechesis has been steady since the previous report. Levels 1 and 2 still having the most consistent attendance.

Attendance at Youth and participation also steady. Youth enjoyed a fun and festive Halloween party. They also had a lock-in at the church in October.

Parents' Group was hosted at the annual Halloween at the Polesky home. Parents' Night Out was also held the same night.

Sharon Dieringer
St. Paul's Vestry
Liaison for Children and Youth Ministries

Stewardship Committee Monthly Report

Pledging Numbers for FY23 as of Friday, Nov. 11th:

- St. Paul's has received 151 Pledges totaling \$733,607
 - Additionally, we have received 64 "Above & Beyond" Pledges for a total of \$140,045
 - With the generous matching dollars, this brings the total "Above & Beyond" to \$280,090

It is noteworthy that some families have pledged "Above & Beyond" in lieu of their normal estimate of generosity. We hope that these households will return to their "normal" pledge next year.

There are roughly 40 households who have pledged in previous years and have not yet pledged this year. We are reaching out with phone calls to follow-up with each of these families this week.

Social Media Reminders & Requests:

Please help us with a quick "Bump" to the social media algorithms! If you haven't already, please take a moment to "Like" our posts on Facebook & Instagram:

Facebook: <https://www.facebook.com/stpauls1892>

Instagram: <https://www.instagram.com/stpauls1892/>

This is especially important on Facebook as "likes" (and comments and shares) help increase the number of people who see the posts. *The more interaction, the bigger the boost!*

If you missed seeing the Stewardship posts, you can go directly to the St. Paul's accounts to see and "like" them:

Last week: November 9th — focus on Youth & Children

This week: November 14th — focus on Outreach

Upcoming: November 17th — focus on Music

Not yet scheduled: focus on Fellowship