

**Vestry Minutes**  
**May 16, 2023**

**Attendance:**

**Present**

- Vestry: Don Clayton, Scott Peek, Matt Casteel, Ione Smith, Allison Kellermann, Kyle Nix, Martha Tolbert, Brad Miller, Sharon Dieringer
- Online via Zoom: David Owen David Green, & Jeanne Potter
- Staff: David Rowe, Heather Studenberg, Rev. Dr. Kristine Blaess

Not present: Louis (in-flight), Nick Burgess out of town & Rev. Michael Whitnah

**Quorum at 6pm to start**

Rev. Kristine Blaess starts to discuss the Vestry Administration portion of the agenda

**Motion to approve the agenda**

- Motion: Scott Peek, Second: Martha Tolbert
- All approved

**Motion to approve the minutes**

- Motion: Sharon Dieringer, Second: Don Clayton
- All approved

**Conversation about Vestry nomination and election process**

- Rev. Blaess wanted to review the overall process. She felt last year there was confusion about the process that she wants to review it with vestry to gain input and clarity.
- Sharon shared that she is the point person for the committee that will head up the vestry nomination and election process.
  - She wants to ask for feedback about our current process.
  - Happy to have found several other episcopal churches' nomination processes.
  - Will later provide a summary of feedback and researched processes
  - Will also then open it up to the parish for input in how to move forward.

**Financial Report - Martha Tolbert started the financial report, and then Jeanne took over mid-way. It was shared that:**

- Expenses are lower than what is budgeted.
- Revenue is strong, but under where we had budgeted for the year.
- Unpledged gifts are a little bit ahead of what is budgeted within the year.
- Positive in other income, due to endowment revenue.
- Motion to approve: KyleNix, Second: Ione Smith
- All approved

## **Liaison reports**

### **Junior Wardens Report:**

- Brad & David - would like to thank Heather & George Carlson for their help. Big projects are being wrapped up, such as the new HVAC install and Chancel pipe leak fix

### **Finance & Administration**

- Martha updating the proforma which will help create the next lease with JRs in 2025

### **Stewardship**

- Meeting with Gina Urban to hand off last year's process.
- Data set provided was only for current members, Don would like to look at households present each year whether those households are here now. Heather will meet with Don to discuss further.

### **Communications**

- Scott discussed the uptick in our social media presence
- Asked all to send photos to [photos@stpaulsmurfreesboro.org](mailto:photos@stpaulsmurfreesboro.org) as a repository of photos through the year.

### **Art & Design**

- Louis in flight back from Miami

### **Worship & Music**

- Ione shared:
  - George is working on a verger assistant, succession planning.
  - Rev. Blaess and Ione met about the acolyte recruitment project.
  - JR Altar Guild will be starting soon with Gina Garner, Elizabeth Myers & Ashley Heren.

### **Allison Parish Life**

- Libby Willis will head up the Pentecost in the Courtyard bbq
- Will need to pick a new date for the Welcome Back Party along with Kelly Goodman & Heather

### **Member Engagement**

- David Green shared engagement summary for conversations
  - Needs to be incremental for involvement
  - Personal connections are vital to engagement
  - Persistence needed as first request for involvement may be no or not right now
  - Engagement is everyone's responsibility and how can we all get involved
- Rev. Blaess shares she feels that this research will bear fruit in the coming months

## Outreach

- Nick Burgess not present to expound upon his report.
- Rev. Blaess started to discuss The Journey Home ministry and how they serve as a bridge for people who are housing insecure, as well as the chronically homeless. JH is in the process of raising \$5.5 million for a new day center as emergency housing for 13 families in Rutherford County, as their current day center will be torn down.
  - St. Pauls held a breakfast on May 2 for over 40 local pastors (20 churches represented). Their ask was for the churches to consider raising and donating \$25,000 to name a family apartment after their church. Rev. Blaess brought up for discussion if we would want to go to our church to ask if they would want to raise money for a St. Paul's family unit. There is a deadline of July to commit to pledge to cover half the money so the project can begin. This idea will be brought forward for vote in our June vestry meeting.
  - Jeanne questioned whether we should be able to name something as St. Paul's family room. Is there a diocesan or canon that restricts the naming of something in the church's name.

## Adult Discipleship

- Matt shared:
  - There is more interest in discipleship groups....but not as much interest to lead.
  - Interest in an additional men's group, as there have been several men (dads) who can't commit to a weekday evening. Possibly have a local lunch for a men's group. A lunch club.
  - Interest in a parish wide social event. Rev. Blaess shared that Anna Stewart has taken lead on helping coordinate a fall parish-wide camping event at Henry Horton State Park.

## Children, Youth & Family

- Kyle shared that the youth ministry executive team will meet on June 1 and will consist of Fr. Whitnah, Kyle, Cindy, John Bartsch, and two students.
- Rev. Blaess announced Chase Benefiel has accepted the position of Youth Ministry Coordinator (17 hrs) & Communications (10 hrs). Will start Jun 15, 2023.

## Senior Warden Report

- Made a motion in relation to the Haynes' request for financial assistance with several projects at 323 E Main St.
  - Sharon moves that we decline the request for our financial assistance on projects that were presented by the Haynes.
    - Seconded: G
    - All approved
- Celebrations
  - Confirmation Sunday was fantastic
  - Youth Sunday

- Vestry pins
- Audit is wrapping up

### **Staff Reports**

Heather Studenberg mentioned the 3Q newsletter and that we have cleaners now coming three times a week. Heather shared current security concerns and that the security committee will be bringing forward security options for Vestry to discuss.

David Rowe shared that Pilgrimage finished strong with several confirmations.

Rev. Blaess shared:

- Information on Chase Benefiel and the new seminarian Kelly
  - Kelly will be worshipping with us this Sunday
- Summer and Fall 2025 will be eligible for sabbatical.
  - Michael will be eligible 6 weeks (12 if aligned it with vacation)
  - Kristine will be eligible for 12 weeks (18 weeks if aligned with vacation)
  - She wanted to start the discussion of how will the Church be prepared for their time away at sabbatical?

David Rowe led Compline to conclude the meeting at 7:43 p.m.

**Main Campus Operating Expenses & Revenues**  
Actual versus Budget by Major Categories

	One Month Ended 4/30/2023		Four Months Ended					
			4/30/2023		4/30/2022			
	Actual	Budget	Actual	Budget	Prior Year	Annual Budget	\$ Var CYTD	% Var CYTD
Expenses								
Clergy	\$ 21,687	\$ 23,190	\$ 87,487	\$ 93,245	\$ 92,574	\$ 281,531	\$ (5,758)	-2%
Music	7,973	6,644	30,487	26,976	23,262	67,010	3,511	5%
Church Programs	3,734	4,278	15,355	17,043	12,462	52,968	(1,688)	-3%
Other Church Programs	1,142	2,217	7,036	8,568	3,357	25,200	(1,532)	-6%
Youth Ministry	213	623	1,258	2,484	8,564	31,036	(1,226)	-4%
Operations/Maintenance	7,051	14,992	48,013	56,768	36,902	182,655	(8,755)	-5%
Administration	13,851	16,406	53,858	65,577	69,898	207,133	(11,719)	-6%
Outreach	8,449	9,554	35,058	36,707	36,984	127,135	(1,649)	-1%
Debt Service	928	932	3,703	3,720	5,256	10,562	(17)	-0%
Total Expenses	\$ 65,026	\$ 78,836	\$ 282,254	\$ 311,088	\$ 289,258	\$ 985,230	\$ (28,834)	-3%
Revenues								
Pledges	\$ 48,771	\$ 50,488	\$ 303,682	\$ 330,310	\$ 320,424	\$ 820,107	\$ (26,628)	-3%
Debt Reduction Gift*	775	12,391	164,561	49,564	-	148,695	\$ 114,997	77%
Unpledged Gifts	10,570	8,327	30,079	29,075	29,064	98,000	\$ 1,004	1%
Other Income	17,264	13,446	22,717	15,174	17,840	60,540	7,543	12%
Total Revenues	\$ 77,380	\$ 84,652	\$ 521,039	\$ 424,123	\$ 367,328	\$ 1,127,342	\$ 96,916	9%
Total Revenues w/o Debt Reduction	\$ 76,605	\$ 72,261	\$ 356,478	\$ 374,559	\$ 367,328	\$ 978,647	\$ (18,081)	-2%
Net Income/(loss)	\$ 12,353	\$ 5,816	\$ 238,786	\$ 113,035	\$ 78,070	\$ 142,112	\$ 125,751	100%
Net Income/(loss) w/o Debt Reduction	\$ 11,578	\$ (6,575)	\$ 74,225	\$ 63,471	\$ 78,070	\$ (6,583)	\$ 10,754	16%
Principal Repayment	\$ 6,647	\$ 6,642	\$ 26,594	\$ 26,578	\$ 19,472	\$ 80,327	\$ 16	0%
Net Cash Flow	\$ 4,932	\$ (13,217)	\$ 47,631	\$ 36,893	\$ 58,598	\$ (86,910)	\$ 10,738	16%

**Net Impact on Operating Income versus Budget YTD**

Expenses YTD	underbudget	\$ 28,834	
Revenue without Debt Reduction YTD	underbudget	(18,081)	
<b>Net Income/(Loss) YTD</b>		<b>\$ 10,754</b>	<b>net impact</b>

**323 Main Street Operating Expenses & Revenues**  
**Actual versus Budget by Major Categories**

	One Month Ended 4/30/2023		Four Months Ended 4/30/2023				
	Actual Month	Budget Month	Actual YTD	Budget YTD	Prior YTD	Annual Budget	\$ Var (Vs B
<b>Expenses</b>							
Insurance	\$ 107	\$ 107	\$ 429	\$ 429	\$ 360	\$ 1,286	\$
Building Maintenance	-	172	-	684	852	2,060	\$ (
Office Support Staff	671	671	2,684	2,684	2,667	8,054	\$
Office Support Supplies	44	44	176	176	435	528	\$
Banking Fees	-	-	-	-	-	-	\$
Property Taxes	700	700	2,800	2,800	2,847	8,400	\$
Other Taxes	442	442	6,767	1,767	100	5,300	\$ 5,
Professional Services	-	-	-	-	-	3,500	\$
Debt Service	3,480	3,503	13,655	13,752	11,832	40,912	\$
Contingency	-	680	-	680	-	6,123	\$ (
<b>Total Expenses</b>	<b>\$ 5,444</b>	<b>\$ 6,319</b>	<b>\$ 26,510</b>	<b>\$22,971</b>	<b>\$19,093</b>	<b>\$ 76,163</b>	<b>\$ 3,</b>
<b>Revenues</b>							
Rent Income	\$ 8,299	\$ 8,300	\$ 33,197	\$33,198	\$32,299	\$ 101,540	\$
<b>Total Revenues</b>	<b>\$ 8,299</b>	<b>\$ 8,300</b>	<b>\$ 33,197</b>	<b>\$33,198</b>	<b>\$32,299</b>	<b>\$ 101,540</b>	<b>\$</b>
<b>Net Income/(loss)</b>	<b>\$ 2,855</b>	<b>\$ 1,981</b>	<b>\$ 6,687</b>	<b>\$10,227</b>	<b>\$13,206</b>	<b>\$ 25,377</b>	<b>\$ (3,</b>
Principal Repayment	\$ 3,848	\$ 4,290	\$ 16,207	\$16,119	\$15,673	\$ 48,673	\$
<b>Net Cash Flow</b>	<b>\$ (993)</b>	<b>\$ (2,310)</b>	<b>\$ (9,520)</b>	<b>\$ (5,892)</b>	<b>\$ (2,467)</b>	<b>\$ (23,296)</b>	<b>\$ (3,</b>

**Notes**

1. Gifts received designated for 323 Main Street	\$ 102,267
less 2021 deficit	\$ (4,892)
2022 deficit	\$ (993)
2023 deficit YTD	\$ (9,520)
Balance	<u>\$ 86,863</u>

reduction	\$ 14,443	0,000
Less Debt Principal Reduction from operating funds	26,594	16,207
Net After Principal Reductions	<u>\$ 47,631</u>	<u>\$ (9,520)</u>

Main Campus loan balance (2.42%) as of 4/30/2023	\$ 273,821
323 E Main Loan Balance (3.34%) as of 4/30/2023	1,206,117
	<u>\$ 1,479,938</u>

Cash Balance First Horizon as of 4/30/2023	<u>\$ 836,258</u>
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Endowment Fund Balance as of 3/31/2023	<u>\$ 1,447,177</u>
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Restricted/Designated funds	<u>\$ 237,595</u>
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Acolyte Trip Scholarships	1,565
Altar Guild	460
Angel Tree Program	629
Associate Priest's Discretionary Fn	993
Building Fund	22,242
Choir	1,577
Christian Ed	647
Columbarium	25,585
Connect Ministry	4,273
Continuing Education-Staff	1,926
Cursillo/Ultreya	2,963
Dandridge Trust/Coldest Nights	9,090
Debt Reduction/ Above & Beyond	865
Designated Campus Improvement	48,771
DOK Daughters of the King	1,500
ECW - Women's Ministries	5,543
Episcopal Peace Fellowship	120
Flower Guild Operating Funds	7,784
Food Bank	705
Haiti Mission Trip	135
Library	50
Memorial Garden Project	13,358
Memorials	48,547
Missions/Designated	735
Music	1,700
Music-Church Organ Fund	19,046
Piano Fund	140
Rector's Discretionary	3,096
Scouts	(1,696)
Stained Glass	467
Troop Support	1,508
UTO	61
Youth Fundraisers	13,212

The Communications team has had a couple of meetings since our last Vestry meeting. Cleve Harrison and Chris Kingsley are helping with our social media outreach. We have sent out all of the graduation announcement posts, and Heather was delivering the last of the yard signs this week. Cleve also created a graduation bulletin board and the postings have also gone on the TVs.

We have a list of upcoming events that we will post about: Pentecost in the Park, the summer worship schedule, and VBS.

Gina is already working on ideas for the Summer issue of the Epistle, and the plan right now is to focus on how everyone can participate in worship.

And we want to start letting folks know about an address we have for them to send pictures of kids and events. We would like to share these too. Address is [photos@stpaulsmurfreesboro.org](mailto:photos@stpaulsmurfreesboro.org).

If your groups are hosting an event, please send us pictures so we can share those as well.

Our only need right now is that we are looking for events to post. Recitals, fellowship gatherings, etc. so that we can share them with everyone.

No motions to present this month.

Thanks,

Scott



Member Engagement: Improve engagement among parishioners and other stakeholders as defined by the intrinsic spiritual value of those activities, as well as both the number of parishioners engaged in activities, the frequency of those activities, the duration of those activities, and the recurrence of those activities.

### **Liaison Update.**

Continuing conversations with parishioners regarding elements of engagement. Additional conversations held with Heather, Joyce, George.

### **General Observations.**

The work that is already being done is exemplary and comprehensive.

The effectiveness of increasing parishioner engagement appears to be:

- Awareness. St. Paul's creates an ample amount of information regarding opportunities to participate and be engaged.
- Outreach. The general feeling from those with whom I've spoken indicate that individual outreach to a parishioner helps to foster participation/volunteerism/engagement.
- Incremental. Many participants wish to "dip their toe in the water" and incrementally grow their amount of activity and depth of participation at St. Paul's. Engagement therefore may be incremental and rise, eventually plateauing.
- Personal. Like outreach, it seems that the most success is derived when a parishioner take the time to build a personal connection with another parishioner. This is most effective in a small, one on one, or more personal interaction.
- Persistent. The first time an outreach or invitation to participate, volunteer, etc. may not be fruitful. It is important for parishioners to be thoughtful and intentional about encouraging engagement.

### **Recommendations.**

The next step in this process would be to continue discernment to hear from more parishioners. Then, to develop recommendations, either corporate or individual, to strengthen the engagement tools already in place, and to create and awareness or understanding how improving engagement growth is fundamentally a one-on-one or individual effort.

- 7:30 Rite I; Begins May 28<sup>th</sup>
- 10:00 Rite II; Begins May 28<sup>th</sup>

**Adult Christian Education:**

- This season's session has concluded
- Christian education to resume Sept. 10, 2023

**Parent Group:**

- Session Complete
- Parent Group to resume Sept. 10, 2023

**Lectionary Bible Study:**

- Wednesdays 9:00-10:30
- Location Change May 31<sup>st</sup> and June 7<sup>th</sup>
- Will meet in the Wise room on 2<sup>nd</sup> floor during those dates

**Morning Prayer:**

- Mon.-Fri. 9:50am
- Daily Bible study and prayer- Ongoing

**Discipleship Groups:**

- Ongoing
- Weekly Bible study following "African" Bible study format

**Current Projects/Ideas:**

- Additional opportunity to connect
  - "Layman's Lunch"
    - Thursday Lunch at Slick Pig on East Main
    - Starting June 1<sup>st</sup> at 11:30
    - Alternative time slot for those unable to attend current Men's Group
- Parish Wide Social Event:
  - Habitat Build?
  - Off-Site Retreat?
  - Alternative ideas appreciated!!!

Since our last meeting, some of our students attended the confirmation retreat and several were confirmed on May 7<sup>th</sup>. We also have several students participating in the Youth Sunday services.

**Here are our upcoming events:**

May 21<sup>st</sup>- End of Year/Summer Kick-Off Party at the Gamble residence (5pm – 7pm)

June 5<sup>th</sup> – 9<sup>th</sup>- VBS

\*All youth events through May can be found on the St. Paul's Facebook page!

**Current Topics of Discussion**

Michael has created a Youth Ministry Executive Team made up of adults and students who are invested in the well-being of our youth ministry program. The goal of this group is to work together to create a strong, organized, youth ministry program that sustain changes that take place in youth ministry positions.

**Current Needs**

Continued support and participation for youth events!

- organized by Bonnie Black and Ione Smith (THANKS, Ladies!)
- approximately 150 people came and people brought food to share
- punch and bagels were provided as well

**Pending/Upcoming events:**

- Pentecost in the Park
  - May28th
  - Libby Willis is helping to get all of this together with help from the ladies night group
  - men from the Men's club will be grilling
  - pot luck for sides and desserts
- Welcome Back
  - Kelly Goodman is organizing
  - date TBA

**Future Events to consider**

- none at this time

- New toilet seat installed on one of the toilets in the parish hall ladies room
- New HVAC return was installed in the Wall Building to address mold issue
- Outside of the Wall Building near the concrete has been pressure washed, painted and sealed
- David Owen purchased an extender that has simplified changing many of the lights in the Nave
- David Owen investigated a soft spot on the brick floor on the Wise Room balcony as per notification from Kristine and determined that it is the result of the open area for the drain under the faux brick tracks - the wood around this area is in good condition, but there is no wood directly over the drain so as not to impede functionality

#### **Current Projects (May Report):**

- Anchor new metal shelves in upstairs Parish Hall closets to the wall
- Fletcher Holland to paint Heather's office in the Wall Building as follow-up to mold mitigation work completed in April
- David Owen contacting locksmith to address issue with elevator door not closing
- Heather to investigate repair of loose masonry in area above the parish hall door on a corbel
- Install basketball goal
- Heather soliciting a quote for changing a few doors to storeroom function, replacing an exit push bar in the narthex and replacing the door closer on the back door of the Wall Building
- Working on identifying a landscape architect to help design the replacement of shrubbery and trees that have died due to the hard winter freeze
- Repair & paint dormers facing East Main Street - estimate is \$6300 - approved by Vestry at December meeting - work to occur when weather warms up
- Review proposed contract and evaluate whether we want to put the church bell on an annual maintenance contract
- Replace / repair ceiling tiles in men / women narthex bathrooms
- Level table between dishwasher & window - raise by 1/2"
- Replace ground-level box lights in front of the building
- Create & deploy signage for various applications on the church property

2. Executive Committee communicated via email this month about information regarding the proposal for property improvements received from the owners of JR's Foodland. I will present the following motion to the Vestry at the May 16, 2023, meeting:

*I move that we decline the Haynes' request for financial assistance with updates to the property at 323 E. Main as presented to Executive Committee on March 7, 2023, however, in the upcoming lease with the Haynes St. Paul's will provide relief from rent-escalation in order to open a greater financial margin for the Haynes' to fund any property improvements. This is in keeping with our updated Proforma.*

3. Senior Warden has begun internet research of other Episcopal churches with regard to the vestry nomination process. I request Vestry members to email me with any ideas, concerns, information, etc. There will be an open opportunity for the parish to submit input at a later date to be determined.
4. Some long standing ministry leaders at St. Paul's have mentioned the need to consider and plan for successor leaders in certain areas and opportunities for mentorship.

Respectfully submitted,

Sharon Dieringer  
St. Paul's Vestry  
Senior Warden

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**Vestry Members:**

<b>Vestry Member Name:</b>	<b>P = Present A= Absent</b>
<b>Burgess, Nick</b>	P
<b>Casteel, Matt</b>	P
<b>Clayton, Don</b>	P
<b>Dieringer, Sharon</b>	P
<b>Green, David</b>	P
<b>Kellerman, Allison</b>	P
<b>Kyriakoudes, Louis</b>	A
<b>Miller, Brad</b>	P
<b>Nix, Kyle</b>	P
<b>Owen, David</b>	P
<b>Peek, Scott</b>	P
<b>Smith, Ione</b>	P
<b>Tolbert, Martha</b>	P

**Clergy Present:**

Dr. Blaess

Rev. Whitnah

**Staff Present:**

Heather Studenberg

**Others Present:**

Jeanne Potter

Ted Goodman (clerk)

David Rowe

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7 **Review of Minutes:**

8 The minutes were approved. Motion to approve by Sharon Dieringer, seconded by Don  
9 Clayton, unanimous.

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11 **Financial Report (Jeanne Potter):**

12 This month and YTD we are running behind budget and the prior year when you do not count a  
13 recent debt reduction gift. We are also under budget in expenses. But, we are about 10% to the  
14 negative based upon our budget for the year.

15 In March, 2023, we made our estimated tax payments for 2022 (for the Junior's building).

16 We just made a big payment on our bank loan down to \$274,000 and this took twenty-four (24)  
17 months off of the life of the loan.

18 We still have healthy cash balance and healthy revenues.

19 Motion to approve by Don Clayton seconded by Brad Miller. Motion carried unanimously.

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21 **Committee Reports:**

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

23 No update from last month. She is currently working on the Junior's Proforma.

24 **Stewardship Report (Don Clayton):**

25 Nothing to add to written report.

26 **Communications Report (Scott):**

27 Trying to get the social media back up and running. They will be addressing  
28 stewardship in various communications. They will work to make sure they are getting the word  
29 out about various church programs.

30 Heather announced we are getting ready to have a part time person who is going to be  
31 assisting with communications.



Two concerts are scheduled for the 4<sup>th</sup> and 11<sup>th</sup> of June. They are looking to find someone to assist George to become assistant verger so that person can assist George and then take over for George in the future when the time comes.

One of the cameras for the streaming service does not function so Alex Hollis is currently searching to find a replacement camera.

**Adult Discipleship Report (Matt):**

Nothing to add to written report.

**Children's & Youth Discipleship Report (Kyle):**

Nothing to add to written report.

**Outreach Report (Nick):**

Nothing to add to written report.

**Parish Life (Allison Kellerman)**

Coffee & Donuts with the vestry on Sunday is important. We may change the date of the welcome back party so it does not conflict with the Central Magnet welcome back party. Libby Willis is working to organize Pentecost in the Park.

Kristine thanked Allison for all of the work to organize fellowship events she has done and said "it has paid off in spades."

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**Wardens' Reports**

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

They are keeping an eye on shrubbery that appears to be dead and will contract with a landscape architect if it needs to be replaced.

**Sr. Warden's Report (Sharon)**

As the Senior Warden, she will go to all three services (on different Sundays) and report to the various services about what the Vestry is doing. We also need to be diligent about wearing our nametags. That helps us know each other which helps with overall safety.

selected church members to confirm the giving numbers reported by treasurer. So, please be on the lookout for those.

**Clergy Report:**

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

A Student from Sewanee will be starting with us in the Fall. She is from Dioceses of Olympia (Seattle area). She will be introduced to Church in May. She will be a tremendous asset.

Michael will attend an at an ecumenical unity conference in Milwaukee.

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

Dr. Blaess presented the safety report and informed the vestry about various safety procedures that have been implemented and are being considered for implementation. Dr. Blaess said our mission is first to form people into the Body of Christ and it would be easy to lose sight of that while trying to make ourselves safe with a great loss to our mission and only marginal (if any) increase in safety. Dr. Blaess stated that an organization's culture is much more important for safety than tactic and strategies.

We need to consider:

1. Who is this to serve?
2. What are proposed procedures meant to do?
3. Is it going to harm our ability to fulfill our mission?
4. How do we address other safety events that are more likely to occur and do occur such as medical emergencies and minor injuries?
5. How do we address our homeless neighbors and make sure that they are safe and that no person presents a safety threat to any other person or people.
6. What physical plant improvements need to be considered?

The Vestry engaged in a discussion regarding the safety of the Church.

Dr. Blaess called on Sharon who explained that the Poleskys' house is going to go on the market next week. There have already been over 1,000 views of the video tour on YouTube in less than twenty-four hours. Sharon said she does not think that the Church is in a position to purchase the home. Sharon explained that the property line is a little unclear and that we do not want the buyer to think they are buying more property than they are so we might want to consider putting some additional fencing in to make sure the property line is conspicuous.

108           **David Owen** suggested it would be a good time to go ahead and get the line surveyed  
109 and put a new fence in on the property line.

110           Dr. Blaess made a motion that the issue be referred to the executive committee which will  
111 then report back at the next meeting. The motion carried unanimously.

112

113    **Executive Session:**

114           The Haynes who own the Junior's Grocery Store Business want to do so improvements  
115 to the building. The Haynes own a service company Hayne Service Company, LLC, which has  
116 presented various bids for six (6) different projects. These are without adding any overhead or  
117 profit and are significantly cheaper than the independent bids that Heather solicited.

118           Kristine noted it would be "tricky" for a non-profit organization to give money to a for  
119 profit business for real property improvements.

120           Kristine said that the executive committee suggested that when the lease comes up for  
121 renewal in 2024, the lease be revised to address those situations so that the Haynes family can do  
122 the improvements they want to do and still remain finically saucersful.

123

Respectfully submitted,

Theodore W. Goodman  
Clerk of the Vestry

# Outreach Ministry Report

The new date for the **blood drive** is set for August 9.

The budget for **CONNECT** was increased by \$2,300 to \$15,300. The committee has noted that sometimes it's unclear how much money they have to work with, and a member intends to reach out to Heather to see if a quarterly statement might be possible.

The February food drive for Nourish food bank yielded 778 items and \$1,083. The return to using the red bags seems to serve as a reminder to bring in items.

Chuck Phillips recently gave a presentation on **Journey Home** regarding their capital campaign and shared the following info: JH was started 17 years ago by Scott Foster. It has 1500 volunteers annually. JH currently owns or leases 27 houses. The current day facility is scheduled for demolition and TJH is in a capital campaign to raise \$5.5 million for a new day center with emergency housing units for up to 10 families. Most unhoused people that JH helps are stabilized in 13-16 months and then transition back into mainstream society. This group has a 15% recidivism rate. The chronically homeless typically have mental health and addiction issues. The new building is planned for 1231 Old Salem Hwy. TJH is hoping to have raised over \$2.75 million, which is half of the \$5.5 million needed, in order to apply for a matching grant from Christy Houston. She reported that Chuck said that TJH had over \$1.75 million. After the day center is complete, TJH plans to build supportive housing for seniors.

The pastors' breakfast in support of the new Journey Home day center hosted at St. Paul's on May 2 was well attended. The purpose of the meeting was to garner support from the churches for the Journey Home's capital campaign. Journey Home has currently raised \$2,436,957 towards the \$5.5 million goal. If Journey Home has \$2.75 million by July 1, they will be able to apply to the Christy-Houston Foundation for additional funding. Committee members noted that the Take Root luncheon that raised \$25,000 for Journey Home was organized by a variety of parishioners, including some who were on the Outreach committee.

There are naming opportunities for various rooms within the planned new Journey Home building. **Discussion point for the vestry:** should we consider setting aside funds for one of the naming opportunities? These are available at various levels, most notably for either \$25k (entire room) or \$5k (small feature). TJH seems to be well-supported by our congregation as a valuable cause in our community.

**Coldest Nights:** The season officially ended March 31st. Two groups at Central Magnet did collection drives, one for coats and one for supplies. This summer we will again do a deep clean. Susan also plans to redo all the signage on the front window to clean it up and make it look neater.

Coldest Nights housed people for 40 nights over the winter of 2022/23, averaging ~40 people per night. CN served a total of 212 unique individuals for 1,597 shelter nights. Roughly 70% were men and 30% were women and 25% of all people were over the age of 55. The program is on excellent financial footing. With the \$8,000 Dandridge grant that is restricted to this program, we will be able to send

Journey Home \$4,000 to help defray the cost of Coldest Night's paid staffing, a larger contribution than usual.

In other business, Committee members discussed the lower participation levels in church ministries, including the Outreach committee. New and involved Outreach committee members would bring new energy and support for Journey Home and Coldest Nights, and possibly new ministries. The original concept for the committee was a three-year term, with new members rotating on each year.

Thanks!

Nick

**Completed Projects (May Report):**

- Mulch delivered by David Owen & spread along Academy Street & Courtyard by youth confirmation attendees
- Old HVAC unit (Nave) replaced by Roscoe Brown
- New closed loop pipe installation to the Chancel completed by Roscoe Brown
- New toilet seat installed on one of the toilets in the parish hall ladies' room
- New HVAC return was installed in the Wall Building to address mold issue
- Outside of the Wall Building near the concrete has been pressure washed, painted and sealed
- David Owen purchased an extender that has simplified changing many of the lights in the Nave
- David Owen investigated a soft spot on the brick floor on the Wise Room balcony as per notification from Kristine and determined that it is the result of the open area for the drain under the faux brick tracks - the wood around this area is in good condition, but there is no wood directly over the drain so as not to impede functionality

**Current Projects (May Report):**

- Anchor new metal shelves in upstairs Parish Hall closets to the wall
- Fletcher Holland to paint Heather's office in the Wall Building as follow-up to mold mitigation work completed in April
- David Owen contacting locksmith to address issue with elevator door not closing
- Heather to investigate repair of loose masonry in area above the parish hall door on a corbel
- Install basketball goal
- Heather soliciting a quote for changing a few doors to storeroom function, replacing an exit push bar in the narthex and replacing the door closer on the back door of the Wall Building
- Working on identifying a landscape architect to help design the replacement of shrubbery and trees that have died due to the hard winter freeze
- Repair & paint dormers facing East Main Street - estimate is \$6300 - approved by Vestry at December meeting - work to occur when weather warms up
- Review proposed contract and evaluate whether we want to put the church bell on an annual maintenance contract
- Replace / repair ceiling tiles in men / women narthex bathrooms
- Level table between dishwasher & window - raise by 1/2"
- Replace ground-level box lights in front of the building
- Create & deploy signage for various applications on the church property