



Love with the heart of Christ, think with the mind of Christ, and act in the world as the Body of Christ.

Vestry Meeting Minutes December 10, 2017

Attending: Suz Cate (Rector,) Paul Anderson (Senior Warden and Acting Treasurer,) Kathy Crouse (Junior Warden,) Meredith McTigue, Lori Graham, Tommye Hurst, Iris Reed, Jack Davis, Byron Harder, Bill McDaniel, Kathy Sparks, Joe Yanes, Shannon Quattlebaum, and newly elected Vestry members, Cary Kaye and Sarah Maiberger

Excused: Kaleb Ellison and Hap Wheeler

Mother Suz Cate opened with a prayer at 7:08pm.

A Vestry member then shared a personal spiritual journey.

November 19, 2017 Meeting Minutes - Motion to approve: Bill McDaniel, seconded Kathy Hunter. Minutes were unanimously approved.

Kathy Crouse, Junior Warden – Roof update: Repair begins Monday, January 1, 2018, with the Parish Hall first, to help speed the repair and get a bulk of it done before the Day School begins back from Winter Break. (See *Attachment A*. The Vestry were polled by an email vote on November 29 and the approval to repair the roof passed unanimously.)

Kathy Crouse, Junior Warden – Vestry Goals: Shannon Quattlebaum is beginning the process of working on tracking parishioner involvement at Holy Trinity. Kathy Crouse is continuing working on communication, and Tommye Hurst is working on the Trinity Place property.

A motion was made to move into Executive Session Bill McDaniel and seconded by Tommye Hurst; the Vestry then moved into Executive Session. A motion was made to move back into regular session by Bill McDaniel, seconded by Tommye Hurst.

Update on the Anderson Memorial Fund – Suz Cate: The balance will be used for a design plan for the short term plan for the Trinity Place. Motion to accept to use the balance in the Anderson Memorial Fund was made by Iris Reed; Byron Harder seconded. Unanimously approved.

Acting Treasurer/Finance Committee Report- Paul Anderson: A draft of the Statement of Mission was distributed and discussed. It currently shows a deficit of \$12,732, presuming we make no additional (extra) payments on our Trinity Place loan. If we continue receiving additional contributions to the “Walls” campaign, this deficit would decrease. If we do not receive additional contributions, Paul is

working on a plan to also decrease this deficit.

Discussion continued on this draft Statement of Mission. A second draft is being worked on.

Recommendation from the Finance Committee to merge and close accounts were discussed, as per the auditor's report. (See Paul's email). A motion was made to accept this recommendation by Shannon Quattlebaum; Tommye Hurst seconded. Unanimously passed.

Kathy Crouse, Junior Warden, then gave an update on creating a safety and disaster plan for Holy Trinity. Suz is working on an ad hoc group to look at some existing templates and working towards a solution that meshes with the City of Clemson and Clemson University's disaster plan. One goal is to build resilience, so we can get through and beyond any potential disaster. Working with David Vaughn, a private consultant on business continuity plans, on this project.

Open Discussion:

-Compliments were made re:the Canterbury Sunday service today. Jodie Holodak gave the sermon today and her audio will be posted on our web site.

-Choir side communion rail a bit wobbly. Compliments were given to the new kneelers.

Acting Treasurer, Paul Anderson - Financial reports have been reviewed and recommended for approval by the Finance Committee. Bill McDaniel moved these reports be approved; Lori Graham seconded. Unanimously approved.

FYI: Rachel Mayo will be taking on the oversight of the Summits Education to ensure the funds we give them are dispersed to the proper individuals. Also, Haiti education fundraisers for the students for who we have committed will be coming in 2018.

Reminder: 2018 Vestry Retreat - February 9 & 10, 2018. Dinner on February 9; meeting on February 10 will be at OLLI.

Family Ministries Group, Suz Cate – We will be trying 6-7 times next year a “First Sunday”, starting in February 2018. “First Sunday” is a 10:30am service where families worship together (no children's church.). (Options are to attend the 8am service or the 5pm service at St. Paul's.)

Stewardship report - Meredith McTigue – Update: Pledges by 12/6/17. Total pledges 135 for almost \$467,000. Goal last year was \$477,000 and this year is \$490,000. Meredith is optimistic we will surpass the goal from last year and that it is certainly possible we will make this year's goal of \$490,000.

St. Paul's, Jack Davis - Stripping the old paint has begun at St. Paul's. Trees should be removed soon, so paving can begin. Lessons and Carols next Sunday, December 17, 5:00pm.

Next Vestry meeting is January 14, 2018 and the Annual meeting is Sunday, January 28, 2018.

Meeting adjourned at 8:29pm.

Minutes respectfully submitted by Kathy Hunter (substitute Secretary)

Attachment A

Kathy Crouse - Report of the current roof repair: The Buildings and Grounds Committee met yesterday (November 28, 2017) with Randy Spearman and approved his proposal for complete replacement of the roofing systems on both the Parish Hall building as well as the Nave building. Work is scheduled to begin on the Parish Hall first on January 1 to have as little interruption to the Day School as possible (they hope to be complete with the Parish Hall by January 4). Once the Parish Hall is complete, they will begin work on the Nave building. Weather permitting, the overall time frame should be 2-3 weeks of work.

As I mentioned in the Vestry Meeting, this work is covered under insurance. We received a check for \$54,897.33 last week. The church's \$1000 deductible was already taken from this initial check. The overall estimate for the work by Randy Spearman is \$69,800; Lynne will be able to submit invoices to the insurance company for up to an additional \$34,960.65, so there is some room in case additional damage is detected over the course of construction.

Details of the work:

1. They will completely remove the existing roof all the way down to the plywood. A synthetic felt material will be used as base material. There will be an addition of an ice and water membrane around all opening as well as side walls and end walls. This will bring the roofing system up to current building codes.
2. The roofing material will be a Certainteed Landmark Pro shingle with a 30 year warranty. The color will match the existing color. On the Nave, they will use staples instead of nails because of the steep pitch of the roof.
3. Power vents will be replaced in their same locations; high volume ridge venting will be replaced. HVAC stacks will be resealed as well as new plumbing boots with additional UV collars.
4. There will be 2 people on the ground at all time checking for nails/debris. They will use a roller magnet all around the buildings.

Many thanks to the Buildings and Grounds committee for their work in getting this proposal put together. A huge gratitude of thanks goes to Beth Kunkel and Lynne Farmer for their work in meeting with the contractor and the insurance adjustor.

Action Item: Approval needed to complete the work needed to repair the roofing system; the money needed for the project will be provided by the insurance claim.

Respectively Submitted,
Kathy Crouse