



**Vestry Meeting 21 August 2022/ 7:00 pm / via Zoom**

**ATTENDEES:** Mtr. Suz Cate, (Rector), Ellen Haase (Senior Warden), Clem Watson (Junior Warden), Jack McKenna (Treasurer), John Warner, Jenn Ellison, Lynn Luszcz, Jan Cribb, Harry Morse, Jean Ellen Zavertnik, Betty Snowden, Mel Harriss, and Mary Lou Sigsby

**ABSENT:** Mark Stokes

**GUEST:** Iris Reed, representing the St. Paul's Committee

**OPENING PRAYER:** The meeting was opened by prayer. Mtr. Suz prayed for our church and parishioners. Mtr. Suz read from Howard Hermann's book Divine Purpose as a form of inspiration for the Vestry, including an allegory to keeping the dream alive.

**OLD BUSINESS:**

**Email Votes - See ATTACHMENT A:** John Warner discussed the cost of \$79 per month for the ProCare App subscription for the Episcopal Day School (EDS). Mini refrigerators also were purchased at Lowes and installed for the EDS. Both purchases were approved by email between meetings.

**Approval of Minutes:** Ellen Haase asked for approval for the minutes from 6/22/22; Mary Lou Sigsby moved to approve the minutes and Harry Morse seconded the motion. The minutes were approved unanimously.

**Hearing Assist devices - See ATTACHMENT B:** John Warner gave his second report for the use of hearing assisted devices utilizing a cell phone for those parishioners that are hearing impaired. John reached out to Listening Technologies for a knowledge base. In addition, John reached out to Bobby Rettew of Boulevard Baptist Church of Anderson, SC, to see how successful this technology has been for his church. The feedback was positive, and we are most likely going to pursue this type of technology of using wifi and cell phones. Ellen Haase recommended that Will Cate and Mark Stokes investigate the terms of service with the Listening Technologies Company, and asked that mother Suz facilitate the process.

**NEW BUSINESS:**

**St. Paul's Committee:**

- Budget: Mary Lou Sigsby, chair of the St. Paul's Committee, asked if she could receive a financial statement for St. Paul's because there are many needs that will require funds, but the Committee doesn't have any budget information. A discussion ensued, and Jack McKenna said he will seek information from the Thrift Shop Ministry.
- Valuable items: Iris Reed presented two valuable antique sterling silver platters and two matching sterling silver goblets that are used for the Sacraments during the Eucharist at St. Paul's. These vessels are steeped in provenance and cannot be insured because they are priceless. The Committee believes they need to be kept in a vault. A discussion ensued about the purchase and securing of a vault. Clem Watson will be in charge of the details.

**Treasurer's Report - See ATTACHMENT C:** Jack McKenna presented a financial report for the month of July to the Vestry. A few highlights include:

- Noah Stansbury's formerly encumbered expenses can now be used for other items budgeted.
- Lynne Farmer's stipend and benefits will be unencumbered after November.
- Jack went over the highlights of the Balance Sheets; the SOM Budget appears to be good. Giving of pledges and donations is up.
- Jen Ellison requested more information for the Football Parking Revenue.
- Merchant parking rental is tentative at this point.
- Mary Lou Sigsby requested once more for financials for St. Paul's - an alarm system needs to be upgraded and the exterior of the church needs to be painted.

A motion was made to approve the Treasurer's Report. It was seconded and approved unanimously.

**Stewardship Goals:** Jean Zavertrnik spoke to the Vestry about the goals for the 2023 pledge campaign, which is \$520K. The campaign will have a kick off after the 10:30 AM service on October 9 with a served BBQ plate. The Stewardship Committee will use the promotional packets from 2022's campaign. Everyone Washington, our new Finance Administrator, will be handling all pledge and donation information beginning at this point in time.

**Junior Warden Report - See ATTACHMENT D:** Clem Watson spoke of the need for a new 20 ton HVAC system for the Nave. A quote was given by Electric City of Anderson for \$35K. We need more quotes and a discussion of funding will be upcoming. Funding may come from the Nave Enhancement Fund, the Building Maintenance Fund, or both. Bill Hurst is acquiring vendors and quote information for the Vestry.

**Senior Warden Report - See ATTACHMENT E:**

- The Divine Purpose workshop provided a way for the Vestry to compose a statement for Holy Trinity regarding who we are and hope to be for the congregation. The composed statement needs to be issued to the whole church via a special email asking for comments and feedback for the Vestry members. **See ATTACHMENT F for a draft of the Statement.**

- A Mutual Ministry Review will follow the Stewardship Campaign. Lynne Sanders from Greenville is a retired rector from New York City and has great experiences with Mutual Ministry protocols. The Vestry should meet with Lynn prior to making a commitment. Ellen offered that we should volunteer to work with Lynne Sanders, if she is placed in the position.
- Ellen mentioned the new staff members and their respective duties: Evyone Washington has been hired for the financial management of Holy Trinity funds. Vanessa Apicello will be supporting the administration side of the church office. Her duties include being a receptionist, answering phone calls, managing the scheduling of the church's maintenance, preparing of the church bulletin, and the scheduling of ministerial duties.
- August 28th will be Canterbury Sunday, and volunteers will scoop Clemson Ice Cream after church for the Canterbury students.
- Welcome Back bags for the Clemson students were made by Kathy Crouse; they were presented at the Tiger Prowl at the Memorial stadium.
- Ellen reported that Homecoming will be held on 9/11/22 with a church breakfast. Bill Purkerson is in charge of the breakfast details, and needs assistance with team breakfasts. Bill's youth group will be working in the community on civic activities.

**Rector's Report - See ATTACHMENT F:** Mother Suz asked that we read her written report that had been previously submitted because the meeting had been quite long. She did mention that she had been in contact with Bishop Daniel, and the Bishop said that perhaps he can help her in identifying a supply Rector to help her until an intern or seminarian will be able to help her in the future. Mtr. Suz is going to continue with Noah Stansbury's affiliation with the Vinery. Suz asked that we continue to pray for the parish of Holy Trinity.

Ellen closed with prayer for God's guidance for the Vestry. The meeting adjourned at 9:04 pm

Minutes taken by Lynn Luszczyk in the absence of the Vestry Clerk; edited by Rebecca Eidson, Vestry Clerk

**Other Committee Reports Submitted Prior to the Meeting:**

ATTACHMENT H: St. Paul's Committee Meeting Minutes

## ATTACHMENT A

### Mini Fridge - EDS

Date: Jul 27, 2022 at 07:55:42  
To: Stephanie LaGuardia [slaguardia@holyltrinityclmson.org](mailto:slaguardia@holyltrinityclmson.org)  
Cc: John Warner [jtwarne@clmson.edu](mailto:jtwarne@clmson.edu), Suz Cate  
[scate@holyltrinityclmson.org](mailto:scate@holyltrinityclmson.org)

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Hello Stephanie & John - The majority of the Vestry have voted and unanimously approved the purchase of the three mini refrigerators from Lowes for approximately \$650. Thank you for everything you are doing to continue the important mission of EDS.

Peace  
Ellen

Ellen Haase  
Mobile - [917.972.6062](tel:917.972.6062)

On Jul 22, 2022, at 11:08, Stephanie LaGuardia  
<[slaguardia@holyltrinityclmson.org](mailto:slaguardia@holyltrinityclmson.org)> wrote:

Currently, EDS is using the refrigerator in the kitchen for daily snacks and water/milk. This provides an issue with SC DSS compliance. When a teacher retrieves an item from that refrigerator, they are leaving their class out of ratio, which is a high SC DSS citation. I would like to purchase a small refrigerator for each classroom. A link for a sufficient one follows:

<https://www.lowes.com/pd/Hisense-3-3-cu-ft-Top-Freezer-Refrigerator-Silver-ENERGY-STAR/1002922034>

It is on sale through August 29th.

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Stephanie LaGuardia

## ATTACHMENT B

### Second Report on the Use of Cell Phones as Assistive Listening Devices in Church

I have now spoken with a representative of Listening Technologies (Sam Friederick, Direct: (262) 754-6123 | Mobile: (608) 723-9727), read literature on three churches that use the Listening Technologies system, and spoken with Bobby Rettew, the congregant at Boulevard Baptist Church in Anderson who was responsible for implementing the system in that church.

**Background:** The Listening Technologies system connects a parishioner's cell phone loaded with a free app available at Apple and Android app stores called Listen Anywhere to a church's WIFI system. As a service streams through the WIFI system, the parishioner hears the service through their cell phone using wired ear buds or headphones, and Bluetooth-enabled ear buds or hearing aids. A **streaming audio server box** must be installed on the church's WIFI system. According to literature I read, this box is basically plug and play.

**Conversation with Sam Friederick at Listening Technologies.** Mr. Friederick says that this system is the most economical on the market and would suit our needs well with no distortion or lag. Based on our church size, we would only need the one-channel streaming audio server box (LW-100P-02), which Sam says costs \$900 (which is less than I saw in articles I read about their system).

One issue we discussed was what to do about parishioners who do not have a smartphone and need assistive listening. LT provides refurbished Samsung smart phones that are loaded with the Listen Anywhere app (and nothing else) and come with a charger and a wired ear plug. Each device costs \$300. I suspect we wouldn't need more than a half dozen of these phones.

**References Using the System.** Sam provided me with links to three churches that are using the system: (1) Good Shepherd Community Church of Boring, Oregon, (2) a branch of Church of Jesus Christ of Latter-day Saints in West Jordan, Utah, and (3) Boulevard Baptist Church in Anderson, SC.

[Good Shepherd Community Church](#)

[The Church of Jesus Christ of Latter-day Saints](#)

[Boulevard Baptist Church](#)

If you click on the above links, you can read about how well the LT system has worked for these three churches. I contacted all three churches to speak with the individual mentioned in each testimonial as responsible for the system in their church. So far, Mr. Bobby Rettew of Boulevard Baptist Church was the only one who has responded to my inquiries. (He was not identified in the above link, but his name was given to me by the church receptionist.)

**Conversation with Mr. Bobby Rettew.** Mr. Rettew was extremely helpful and effusive in his praise of the LT system. He is an IT person and is willing to answer any technical questions we might have about

the installation of the system. He says that once the sound volume is suitably adjusted on the server, the sound quality is excellent and that there is no perceptible time lag between when words are spoken and heard. In short, he thinks the system is terrific. He also said it dominated their next best alternative, which cost around \$20,000.

Three more things. One is that the system will work with ipods as well as smartphones, and ipods are less than \$300 per unit. So they are one way to cheaply satisfy the needs of parishioners without smartphones. Second, he recommends that parishioners who need to use church-provided devices

purchase their own hearing devices (headsets, wired ear buds, etc.). This way, the church will not have to worry about cleaning these devices after each service. Third, he says that there are a lot of neat things you can do with the Listen Anywhere app, such as install the church logo.

The only downside to the LT system is that parishioners who are not technologically savvy will need help downloading the Listen Anywhere app and connecting to the church WIFI system. And they may need a little training on how to use the app. But these are relatively minor, one-time problems.

In case we need to contact Mr. Rettew, his cell phone number is 864-517-6149.

PS: Mr. Rettew grew up in Clemson and is a died-in-the wool Tiger, so his word must be good.

John Warner

8/3/2022

## ATTACHMENT C

### Holy Trinity June Financial Summary

Jack McKenna, Treasurer

At the end of May, Holy Trinity's SOM Budget was pretty much exactly where we thought it would be. Unfortunately, the month of June had less revenue than budgeted (\$20,253), which made the YTD income move below the budgeted amount (\$18,458). So in one month we moved from being ahead of budget to being behind budget. During the summer, there is typically a bit of a down turn in income as attendance at services is reduced so this is not unexpected. However, the expense side was also above budgeted (\$24,182), which made the YTD expenses move behind budgeted as well. Some of the expenses were quarterly expenses like the Maintenance Contracts, which were \$2,614 above budgeted and Utilities which were \$1,462 above budgeted so this will correct itself over the next two months. There were also expenses such as professional conference/training for our assistant rector that was budgeted for \$1,000 or \$84 per month, which was spent in June making it look like in June that it was 1,190% above budget. For the year, this is exactly what was budgeted. So while it looks bad for the month, it will correct itself over the rest of the year. We also have the additional expense of an additional staff person while still making payments as part of the severance package for our former office administrator.

With Fr. Noah's departure, we will be no longer making payments for salary, housing, or pension, which will result in a significant savings. Personally, I would rather wish to continue to make payments if it would mean that Fr. Noah would still be with us but I am extremely happy for his new opportunity. However, on a financial side, it will aid Holy Trinity's balance sheet. Also, with the departure of our office administrator, as soon as the severance payments end, there will also be a significant savings.

All in all, the numbers for June were not as good as hoped. However, Holy Trinity is still in excellent financial shape. I do not have a crystal ball but at this point I expect that we will finish the year very close to budgeted.

If anyone has any questions about the finances of Holy Trinity, please do not hesitate to contact me either by email: [clemson@me.com](mailto:clemson@me.com) or by phone: (320) 761-0654.

## ATTACHMENT D

### Junior Warden Report

8-21-22

**Buildings:** Electrical revisions have been completed on the organ. The AC in the Nave was under performing during Sunday services in early July. We contacted Electric City Heating & Cooling, who we have a maintenance contract with, to make a service call. The technician indicated that the system was low on refrigerant and also found the system has a leak in the evaporator coil. This will require replacement of the entire 20 ton system. As a short term resolution, the technician recommended adding refrigerant.

**Grounds:** A mowing schedule has been set up for Trinity Place. Many thanks to Greg Meeks, Jody and Kathy Hunter, Jim Reed, Michael Diemer, and Michael Walker for volunteering!

**St. Paul's:** The replacement of the alarm system at St. Paul's is scheduled for Wednesday, August 24<sup>th</sup>. We have received an estimate from the painter.

Submitted by Clem Watson



## ATTACHMENT E



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

### Senior Warden's Report

#### 21 August 2022

1. **Your Prayers** – Thank you all for your dedicated prayers throughout the summer. I feel the positive impact you are making each Sunday.
2. **Canterbury Welcome Sunday** – Next Sunday, 28 August 2022, we are welcoming Clemson students back to Holy Trinity. Please plan to help make this a festive, engaging occasion. Here are some of the activities we are planning.
  - a. **Wear Clemson colors** – Asking congregation to wear Clemson colors to church.
  - b. **Name tags** – All ages will get name tags to write their Name, Graduation Year, Degree, and School as a fun way to introduce ourselves.
  - c. **Welcome Posters** – “Welcome Student” posters will be available to write a message of welcome, encouragement or wisdom. These will be placed in Canterbury Student Center for the year.
  - d. **Ice Cream Social** – Our Canterbury leader, Emma Harrington, with the help of Mtr. Suz and Kathy Crouse have organized an ice cream social following the 10:30 AM service.
  - e. **How you can help:**
    - i. Greet our college students and let them know we are glad they have joined us. Make them feel welcome to Holy Trinity.
    - ii. Volunteer to serve Ice Cream after 10:30 service or.
    - iii. Volunteer to help set up for the Ice Cream social
3. **Homecoming Sunday** - 11 September 2022. I would like to make this our “Homecoming Sunday” when breakfast and Sunday School are starting for the fall. This will be a perfect time to invite our parishioners that may have been away for a while to join us.
  - a. **Reach-out to our friends.** Please consider contacting your friends that you have missed at church to let them know we would like to see them on Homecoming Sunday!
4. **Family Ministry / Christian Education.** I am excited about the Family Ministry and Christian Education plans for this year. Please help support this important ministry.
  - a. **Breakfast teams** – Bill Purkerson has graciously volunteered to organize the breakfast teams. He has two (2) teams of volunteers and could use one more team. **Consider volunteering to cook and serve breakfast a few Sundays.**
  - b. **Sunday School** – The Family Ministry and Christian Formation Team has a wonderful curriculum for the fall along with Youth Outreach Activities planned.

Senior Warden's Report – Continued  
21 August 2022

- i. **Children** – “Spark all Children” offers engaging activities and play that make learning about Jesus fun and engaging. (Led by Jerae Wallace and a group of Clemson student and parent volunteers.)
  - ii. **Youth** – “Feasting on the Word” follows the liturgical readings and brings the Bible to life for youth to give them Christian foundation for facing the social pressures of everyday life. (Led by Bill Purkerson and Jen Ellison.)
    1. **Youth Outreach Activities** - Youth grow as Christians through opportunities to participate in meaningful community-building experiences with local charities. Youth develop Christian friendships as they participate in activities with other Clemson church Youth programs and timely Christian learning activities.
  - iii. **Adults / Parents** –In “Real Life Lessons from the Bible,” I will lead a discussion about how to unlock the Bible’s message for today’s real-life challenges by exploring topics such “Does the Lord’s Prayer still hold the power to change lives?” The focus will be more practical than theological.
5. **Volunteer opportunities-**
- a. **Reach out to a family** - If you have been praying for a family with children this summer, would you please volunteer to help contact them to bring their children to Sunday School?
  - b. **Substitute teach** -Jerae needs substitute teachers for children as well as assistant teachers to help on a few Sundays.
  - c. **Youth Activities** – Bill would appreciate help with the youth activities. Let me know if you are interested or know a parent that would like to help Bill plan and staff the Outreach Activities.
6. **Mutual Ministry Review - A look at the entire ministry of the congregation:**
- a. A process to review openly and honestly what is happening at Holy Trinity. Not a process for complain, blame, or judge.
  - b. We have identified a facilitator to help with the process.
  - c. The Rector’s will have information we can start communicating with the Parish.
  - d. **VOLUNTEER OPPORTUNITUY** – We need two volunteers to work with Lynn starting in October to conduct the MMR.
7. Next Vestry Meeting is 18 September 2022 at 7 PM
8. **Assignments.**
- a. Pray for God’s guidance for where you can get involved.
  - b. Pray for us. Please keep our Vestry in your daily prayers.
  - c. Pray for Mtr. Suz and Jerae. Offer them your support.
  - d. Pray for our parish, especially those that are not in church and those who say unkind things.

Senior Warden's Report – Continued  
21 August 2022

Philippians 4:4-6 – *“Rejoice in the Lord always. I will say it again: Rejoice. Let your gentleness be evident to all. The Lord is near. **Do not be anxious about anything**, but in all things, by prayer and supplication with thanksgiving present your requests to God.”*  
*(Emphasis added!)*

## **ATTACHMENT F**

### DIVINE PURPOSE STATEMENT - Draft

WE BELIEVE in God the Father, God the Son, and God the Holy Spirit. We believe in loving all and serving all as Christ modeled for us. We welcome all of those who seek spiritual nourishment to our faith community.

IN OUR WORSHIP all are welcome to join us in person or online for the beauty of our liturgy that connects us with God and others. Sometimes our worship is quiet and meditative and sometimes it is lively with music and children. We use the Book of Common Prayer as a guide to worship and living. We do not stand on formality, but on Christ's love.

WE SERVE from the communities of Clemson and Pendleton, welcoming and affirming people of all backgrounds and identities; feeding, healing, and helping our neighbors near, far, and abroad; providing sanctuaries of beauty and serenity for all who pass by and all who pass through.

*SAMPLE: Holy Trinity is an Episcopal parish that exists as a witness to God's grace. We seek to serve the community with hospitality, gratitude, and generosity as we continue to grow in our faith and commitment to Jesus Christ.*

## **ATTACHMENT G**

### **Rector's Report to Holy Trinity Vestry 8/21/2022**

#### **Worship:**

We returned to our regular worship schedule on 8/14. Summer attendance was significantly lighter than in years past, hovering between 65 and 75 in person. Online worship attendance ticked up slightly.

Cynthia Spejewski retired from the organ bench, but continues as our Interim Children's Minister. Reception in her honor on 8/14 was well-attended. Trey Williams began as organist 8/17.

Acolyte training conducted 8/21. Another will be conducted for members of the Canterbury group who are interested. The goal is to have Crucifer and Torchbearers for the 10:30 service each week.

Additional Liturgical Ministers of all kinds are needed: Altar Guild, Lector/Intercessor, Eucharistic Minister, Usher.

I propose to resume First Sunday Service, designed for families and children to worship together, at 10:30 on October 2 (also EDS Sunday).

I have met with Lynn Sanders, a retired priest in Greenville, who has agreed to preach on a supply basis once a month this fall, beginning in October. Dates are still being determined.

#### **Staff**

**Jerae Wallace** has worked through the summer (even though her contract does not require her to do so). She has collaborated with other Youth Ministries to hold several Wild Wednesday gatherings at HT, worked to recruit and hire a stable group of nursery workers, supported the Women's Retreat, communicated regularly with HT Families with children, selected and obtained Sunday school curricula for all ages, and recruited Sunday School teachers. She is working very hard and could use encouragement in the face of continued absence of families.

**Evyone Washington** has now been on staff for almost two months. She is now quite proficient in working with Church Windows' financial modules. She has spent significant time this month converting EDS accounting over to Church Windows from QuickBooks. She is currently working on getting Giving Statements sent out to the parish. Bob Taylor will be working with her to review and record investment accounts, as well as figuring out some of the quirks of the Chart of Accounts, especially the St. Paul's Thrift Shop fund balance. She has been working more hours than contracted, due primarily to the EDS conversion, which EDS is paying for. The goal is to get her back to 25 hours a week in September and following.

**Vanessa Apicello** started with us on 8/15 and has been working very productively with Sheryl to learn the basic flow of communications. She will also be administering employee records and benefits and has been working with the diocesan office to learn the ropes of that area of responsibility. Vanessa is quite proficient with our communications platforms and is overall very competent with a variety of software programs. She is also very professional and warm in her interactions with others.

**Sheryl Shankles'** last day with us is 8/25. She has done a great job of organizing notes and working with Vanessa to make for a smooth transition.

### **Canterbury**

I have been working with our Peer Minister to plan for fall programming. Emma and I, along with a couple of other Canterbury students, will set up a table at Tiger Prowl on 8/23. Wednesday supper and program resumes 8/24, with help from Sue Smink, who coordinates the cooks. In the past the Vestry has cooked, served, and eaten with the Canterbury group the week before Thanksgiving. We have planned, with help from Ellen H. and Kathy Crouse, an icecream social to welcome students on 8/28.

I will meet with Canterbury each week, sharing their meal and celebrating a monthly Holy Eucharist with them. On the other weeks, Emma and I will share leadership of programming. Emma will coordinate extra activities, such as book studies and outings.

The Diocesan Campus Ministry Leaders' meeting will be hosted by Holy Trinity on September

I have been in conversation with Bishop Daniel about the possibility of an intern to help with Canterbury this academic year and the possibility of placing a graduating seminarian with us in May.

### **Vinery**

I attended our onsite partner church visit in late June, along with Emma and Sue Smink. We visited United Church of Gainesville (UCC) for two days to learn about their context for ministry and find connections with our context. They will visit us next summer.

A key goal of our first year of The Vinery is to learn about and practice deep listening to self, congregation, campus, and city. During the second year we will focus on the second major dimension of our work, purposeful design. Through that phase of the work, we will begin reimagining the style and scope of the congregation's university ministry and write our congregation's carefully discerned vision of God's calling on Holy Trinity for ministry with Clemson university.

This fall we will conduct a number of small group interviews to reflect on our congregation's existing connections and historical connections with our university neighbors as well as our congregation's theological programmatic strengths and liabilities. We will also conduct at least one small group interview with members of the University community. Lynn Smith has agreed to facilitate these

interviews. We will use the learning from these interviews to work with the Vinery next semester to discern objectives for Canterbury and the parish for ministry with the University Community.

The Vinery's Annual Cohort gathering will take place in Clemson again this year in January.

## ATTACHMENT H

### St. Paul's Committee Meeting Minutes, July 28, 2022, 1:30 PM

**ATTENDEES:** Mary Lou Sigsby (Interim Chair and Liaison to the Vestry), Iris Reed, Mike Diemer, Rebecca Eidson, Wendy Longo, Diana Manly, Clyde Gorsuch, Serena Dubose, Anna Tollison, Jack Davis, Jim Reed, Sally Mathiasen, Clem Watson (Junior Warden), and Rev. Suz Cate

Mary Lou Sigsby called the meeting to order and opened the meeting with a prayer.

**APPROVAL OF MINUTES:** Minutes were distributed by Mary Lou prior to the meeting. There was no formal approval.

#### UPDATES:

**Fire Extinguisher Inspection:** Clem Watson reported that this task has been completed.

**Security Panel:** We have received a quote to update the panel. Clem has submitted this to Jack McKenna for financial approval. No decision was made about arranging for its repair. ***This topic needs to be revisited and a decision made.***

**Property Survey:** There was much discussion about the property itself, what portion is owned by the diocese, and what portion may be owned by the Pendleton Oil Mill. One corner marker has been located. Jack Davis has done yeoman's work in trying to obtain the information (title/deed/etc.) needed before commissioning a survey. He has amassed documentation and made requests to Anderson County for the necessary documents. We may need to consider hiring a lawyer to assist us. **Jack will continue his efforts. At the same time ...**

Mtr. Suz has been in conversation with the new Bishop to peak his interest in the property as it is the only unorganized mission in the Diocese and is of great historical value. She also hopes to gain financial support to assist with its care and upkeep. ***Mtr. Suz will follow up with the Bishop in the near future with the hopes of having the Bishop visit the property and gain Diocesan interest and support.***

***Mtr. Suz will contact Jim Beddow who is handling the ledgers for St. Paul's to determine how much money we have in cash and investments so we will know how much the Committee has at its disposal to handle various projects like the survey, painting, and other projects.*** Currently a small operating fund and the Thrift Shop proceeds pay for water, electricity, lawn services, etc.

***Mary Lou Sigsby will ensure that Holy Trinity has copies of the documentation and research completed by Jack Davis in its official files/records.***

**Loose-leaf notebook with St. Paul's documents, records, and history:** Mary Lou Sigsby and Mtr. Suz have followed up with Eric Naeseth about returning this resource to St. Paul's. He is still



unable to locate it. ***Mary Lou and Mtr. Suz will continue to follow up with Eric and Serena DuBose volunteered to contact his wife Kathy Naeseth to assist if possible.***

**Lawn care contract:** Jim Reed obtained a copy of the lawn care contract with First Impressions. It describes basic lawn care but does not include the original scope of work he developed. The contract expired in 2019, but they are continuing the work at the agreed upon price. Notably, we risk an increase in price if we ask them to include the broader scope of work. Jim Reed suggested we consider obtaining bids from other potential contractors. ***Jim will recreate the scope of work. We will revisit this topic at the next meeting and determine next steps.***

On the same topic, the committee is not sure if Eric Naeseth is still working with First Impressions to address damage to gravestones and the fence caused by the mowers.

**Chandelier globes:** Iris Reed packed and stored the mixed set of globes. It was decided we will try to sell them in May 2023, which is one year after we took them down.

**Homecoming on Pentecost Sunday:** Mary Lou asked for feedback on the day. Comments included the following:

Food was prepared ahead of time in individual portions due to preferred protocols related to Covid. Several committee members expressed the desire to return to our traditional covered dish picnic in the future.

Only one family toured the Thrift Shop. Discussion ensued about doing more to promote the Thrift Shop. ***Diana Manley agreed to write brief articles/photos for Tempo.***

People seemed to enjoy the historical display and self-guided tour. There were positive comments about the three recently cleaned gravestones near the picnic site.

**Tombstone Cleaning Project:** Mike Diemer reported that the pilot project to clean three tombstones was a success. He shared photos showing the condition of the tombstones before cleaning, two days after cleaning, and two months after cleaning, which illustrated the progress and nature of the process. He estimates it will cost \$500 to clean 60-80 tombstones using the method he piloted, which is the method used by Arlington National Cemetery (D2 solution).

***Rebecca Eidson will work with Mtr. Suz on how interested parishioners can contribute funds to this effort, as well as the purchasing approval process for the materials.*** (Mtr. Suz had to leave the meeting for a while due to a telephone call so these questions weren't asked at the meeting.)

***Rebecca and Mike will develop an activity for parish volunteers to participate in cleaning the tombstones this fall and advertise it in HT Notes and Tempo.***

***Mary Lou suggested we ask for help from a Clemson University Service Fraternity that is helping on other projects; Rebecca will follow up.***

**Statement of Work and Quotes for Exterior Painting:** Clem Watson received a quote from TRH Construction for \$140,000 to paint the exterior of St. Paul's, including all prep work and materials. The scope of work included several months this fall and several months in the spring of 2023 to complete the project. We don't know how much money we have for this project yet so we can't authorize the work.

As mentioned above, ***Mtr. Suz will contact Jim Beddow who keeps the ledgers for St. Pauls to determine how much money we have available to pay for painting.***

***Wendy Longo wrote a grant for Diocesan financial support of a St. Paul's project in the past and will write one again requesting support for the painting project. AFTER THE MEETING: Wendy has agreed to help but asked not to lead this effort. Anna Tollison has agreed to lead with help from Wendy and Jack, others may be asked to help with this effort as well.***

***Jack Davis will send Wendy a copy of the last grant that was written to the Diocese.***

***Jim Reed and Clem Watson will talk to Powell Hickman about possible funding from the Pendleton Historic Foundation.*** Powell, a resident of Pendleton, member of Grace Episcopal Church in Anderson, and friend of St. Paul's has mentioned the Pendleton Historic Foundation to Mtr. Suz as a possible avenue for support. Some years ago, Leadership Pendleton worked with the Pendleton Historic Foundation to raise funds to purchase the fence for St. Paul's.

**Yard Work at St. Pauls:** Mike Diemer presented a landscaping plan that includes planting foundation shrubs along the front fence and relocating the perennials in front of the foundation shrubs. The proposal included dwarf Japanese holly, ligustrum, and red diamond loropetalum, which will stay green all year long. The remaining juniper and azaleas will be removed. Once approved, the work will take place in the fall. He may call for a work day to help with the plantings. The Committee responded favorably to the proposal. ***The committee will need to make a decision at the next meeting in order to proceed with plantings during the fall season.***

Concern was expressed about no one watering plants this summer and some, especially the young dogwoods planted by Powell Hickman, look bad. A drip hose should be considered. The lack of water faucets and lack of water pressure was mentioned.

**Thrift Shop:** Diana Manly reported that "A Ripple of One" charity will pick up the unsold Thrift Shop merchandise, after which they will begin summer cleaning.

**Security safe under the Altar:** Iris Reed is scheduled to speak about this at the August Vestry meeting.

**Piers/Underpinnings:** Mike Diemer contacted Southeast Building Restoration Group. They sent him a copy of the quote from when they repaired eight piers at a cost of about \$1,000 each in 2017. The other piers are in fairly good shape. In light of our other needs (e.g. painting the exterior of the church), the committee agreed we should put this repair project on hold.

## NEW BUSINESS

**Graves of African Americans at St. Paul's:** Mother Suz said the newly-formed Pendleton Foundation for Black History will be touring St. Paul's cemetery in October, along with other cemeteries in the area where enslaved African Americans are buried. Four African Americans from that period, three of whom are confirmed to have been slaves, are buried in one unmarked grave at St. Paul's. She would like a marker put on the grave before their visit. ***Rebecca Eidson volunteered to research grave marker options and draft text for the marker and bring it back to the Committee at its September meeting.***

**Power Lines:** ***Mike Diemer volunteered to contact Duke Energy about the power lines running in front of the church that are going to be problematic as trees grow.*** The ones in front of the church are also unsightly, as they hang low in front of the steeple. He proposes to have Duke Energy bury the lines. ***He was authorized to find out the cost and other details and report back to the committee.***

**Churchyard Grave Marker Guidelines:** The question about the existence of and/or need for grave marker guidelines was raised. The committee believes no guidelines exist. Iris Reed said she wrote guidelines in the past and submitted them for Tempo, but they were not approved for publication. It was agreed that in light of the advancing secular movement, we should consider developing guidelines that focus on allowing Christian symbols on markers and limit the use of secular symbols. ***Rebecca Eidson volunteered to research examples of grave marker guidelines used by churches and draft a proposal for the committee to review in advance of the next meeting.***

**NEXT MEETING:** Wednesday, Sept. 7, 1:30 p.m. Conference Room at Holy Trinity.

Minutes taken by Rebecca Eidson