

St. Helena's Episcopal Church

Vestry Meeting Minutes

December 18, 2018

Vestry Present: Julie Vickery, Tommy Mathews, Linda Lee Gatell, Erin Barton, Karen Medina, Paul Johnson, John Howe, Cindy Erickson, Jasen Hart, Anne Rea & Mark LittleStar

Vestry Absent: Brian Topper

Clergy: The Rev. David G. Read

Staff/Treasurer: Ann Shorter/Ron Tribo

Visitors: None

Call to Order: 6:33 p.m.

Opening Prayer: Fr. David Read

Minutes: Approved by Vestry consensus.

Rector's Time

- **Giving Thanks:** Gratitude for Rector's salary adjustment.
- **Holy Land Pilgrimage:** 31 pp attended and it was a fantastic, safe trip. Great weather and incredible sight-seeing. Next trip is July 2020, will cost approx. \$3500/person all in.
- **Stewardship Recap:** A FANTASTIC campaign of faithful giving by our parishioners. We have an increase of \$115,000 over last year's giving. We must pause and give thanks to the Lord our Savior for these gifts.
- **New Church Van/Bus:** 15-passenger bus arrived and is parked in the Church Office driveway. Currently working on establishing a Policies and Procedures for its use.
- **2019 Annual Meeting:** Will be held January 20, 2019 and we hope to engage the congregation for (1) input in developing a 7 year plan focused on our facilities, staffing, parking and programming and (2) retiring the Wendler Hall mortgage debt in 2019, five years early.

Senior Warden

- **A Walk in Bethlehem:** A TREMENDOUS success with 1,700 attendees over two days. A huge thank you to all who participated in every capacity.
- **Vestry Openings:** Still seeking nominations to fill four spots. Please send nominations to Tommy Mathews. A slate will be created and submitted before the Parish to vote and approve.
- **Vestry Hosting:** Will create a hosting schedule through early February to assist with the transition to new members.

Subcommittee Meetings/Reports

- **Mission (Anne Rea)**
 - Karen Medina has created a 2019 sign-up to prepare food for Fishes & Loaves. Do Good Date Night is now training high school students so they can participate. The Senior Fellowship approved their 2018 excess funds of \$10,000 to go toward the cost of the new church van/bus.
- **Administration (John Howe, Ron Tribo & Ann Shorter)**
 - **Adopted Finance Reports:** Motion: Julie Vickery 2nd: Anne Rea Adopted: Unanimous
 - **Adopted the 2019 Budget:** John explained we need to develop a 3-5 year financial plan for our parish to prioritize our goals and where we should focus our spending based upon these goals. Currently, we are primarily reactive in our

spending rather than proactive. By becoming more proactive we can avoid issues i.e. facility maintenance problems and outdated electronic equipment. Motion: Julie Vickery 2nd: Linda Lee Gatell Adopted: Unanimous

- Our budget is good, and our year-end outlook is very dependent on special gifts typically made during the Christmas services. The Wendler Hall debt continues to decrease and is approximately \$268,000.
- In January, the Finance Committee will invite The Diocesan Foundation to make a proposal for managing the Wendler Hall endowment, as a means to eliminate current annual fees and increase future distributions for SHEC.
- **Approved Apportionment Designation:** Fr. David explained that on December 18 he received a letter from Bishop Reed calling upon each parish in the West Texas Diocese to respond to him in writing by January 15, 2019 with the amount of the apportionment percentage to send to The Episcopal Church (TEC). Bishop Reed seeks to strengthen our relationship and partnership in mission with TEC and the Diocese of West Texas. The Vestry discussed it and agreed unanimously to contribute 75% of our apportionment to the Diocese of West Texas and 25% of our apportionment to TEC as a reflection of the diverse interests of our congregation. Motion: Linda Lee Gatell 2nd: Julie Vickery Adopted: Unanimous

➤ **Buildings and Grounds (Jasen Hart)**

- The three main areas of focus at present are (1) finding someone to change out the burned out lights in Wendler Hall (2) receive architectural plans to modify the stairs from Wendler Hall to the main patio deck and (3) receive a bid to repair the rotted soffit of the Parish Hall.

SHEEP Update (Karen Medina)

- It is the last week of school before the holiday break and the students are focused on Christmas activities and programs. Everyone is very excited about the new church bus and Tiffany Jureczki is researching a new software database system that will assist in areas i.e. bookkeeping and registration.

Action Item/Voting Review was performed

Adopted Finance Reports
Adopted 2019 Budget
Approved Apportionment Designation
Approved November Minutes

Around the Table: (Info/Questions)

- Tommy encouraged all of us to pray for our Boerne community and to treat one another with kindness. Julie Vickery pointed out that the parking lot by the playground would benefit with entrance/exit designations made to alleviate congestion when school dismisses. Tommy confirmed Vestry membership for those whose term concludes in 2019 occurs when successors are named at the Annual Meeting.

Announcements: Next meeting is January 15, 2019

Closing Prayer: Fr. David Read

Adjourn: 8:09 p.m.