

## St. Helena's Episcopal Church

### Vestry Minutes

April 23, 2019

**Vestry Present:** Erin Barton, Cindy Erickson, Jasen Hart, John Howe, Paul Johnson & Mark LittleStar

**Vestry Absent:** Steve Beach, Cynthia Day, Chris Godsey, Karen Medina, Brian Topper & Julie Vickery

**Clergy:** The Rev. David G. Read

**Treasurer:** Ron Tribo

**Visitors:** Mrs. Kim McGinnis & J.P. McGinnis

**Call to Order:** 6:44 p.m.

**Opening Prayer:** Fr. David Read

**Minutes:** March minutes to be approved at next meeting.

**Eagle Scout Project Presentation: J.P. McGinnis** presented two options for a potential Eagle Scout project that can benefit SHEC. (1) Construct handicap cut-outs along two entrances on Johns Road or (2) Replace the stair entrance to Wendler Hall. Feedback from present Vestry members was to prioritize the Johns Road handicap cut-outs and seek approval from the Boy Scout Board to proceed with this project. If approved, next steps would include (a) obtaining city permits (b) fundraising and (c) final review by the Vestry before construction begins.

#### Rector's Time

- **Easter & Holy Week Review:** Attendance was up at all services during Holy Week and Easter, specifically up 16% for Easter weekend that included the Saturday service and the three Sunday services. The increase in attendance for Maundy Thursday and Good Friday services says something positive about the spiritual health of our congregation, too. The staff is reviewing the Easter & Holy Week activities and services to determine where there is room for more growth. We did not do the Stations of the Cross art this year and will probably wait another year to bring it back in order to garner renewed enthusiasm for the activity. Thanks was given to Father David for ALL of his hard work this Easter season.
- **Staff Retreat:** The staff will participate in an overnight retreat at Camp Capers May 7-8 to work on the fall calendar as well as have spiritual retreat time.
- **New Member Class:** Begins April 24 and 18 pp are expected. The goal is to conduct two New Member classes every year, one in the spring and one in the fall. The only challenge is coordinating the classes with the Bishop's calendar for the official member service. The Rt. Rev. Jennifer Brooke-Davidson will be at SHEC on May 19 to confirm new members.
- **The Story:** Last class is May 19 and Bishop Jennifer will lead the class.
- **Endowment Review:** Wendler Hall Mortgage is down to approx. \$164,480 as a result of the approved transfer of management of the fund from Frost Bank to the Diocesan Foundation. Ron Tribo said the move was seamless and reduced the mortgage balance by \$61,235. Father David and Ron will meet with an attorney on May 1 to review the Wendler Endowment documents to see if there is a better investment model to adopt to ensure the endowment maintains a strong financial return.

#### Senior Warden (Jasen Hart)

- **Review of Buildings and Grounds Priorities: (1) Education Wing Roof Repair**

needed. Bids received and the best is from Turner Roofing to remove the current roof, replace any rotting decking and install a new roof with a 20-year warranty. The cost is \$22,000; however, seeking approval to spend up to \$25,000 in case there is more roof damage seen once construction begins. By E-Ballot (email ballot), Vestry approved by consensus to spend up to \$25,000. (2) **Wendler Hall Security Camera Installation:** We have a \$3,700 bid to install five cameras for Wendler Hall upstairs and downstairs. By E-Ballot, Vestry approved by consensus the installation of the security cameras. (3) **Historic Sanctuary Garden Water Fountain** is leaking. Bids are being requested to repair the leak.

- **Building Use Policy:** Father David shared that we need to update our current Building Use Policy, especially as it pertains to Wendler Hall. The current policy is out-of-date for how buildings are now being used.

#### **Subcommittee Meetings/Reports**

- **Mission (Cindy Erickson)**
  - The mission plan for Messiah Episcopal Church in Wounded Knee, SD, has been developed for this summer and the scope of the work to be done will focus on insulation, access and sanctuary needs as the main priorities. To cover the costs, the mission outreach group already has a base of funds but is also seeking a grant from the West Texas Diocese and will host fundraising opportunities before they leave for Wounded Knee, SD. Two upcoming fundraising opportunities are Youth Sunday on May 5 where donations will be requested from our parishioners and the Youth Trivia Mission Trip fundraising event on May 10. Our Seniors are looking for a designated driver to drive them on the church van for scheduled events. Ann Shorter is developing a Church Van Driver Policy for use of the van. Lastly, Cindy Erickson is working with Cindy Glick to organize our parish's Open Table program.
- **Administration (John Howe & Ron Tribo)**
  - **Finance Reports** were reviewed. Ron shared that our budget is moving along nicely and they are working on the Wendler Endowment.

#### **SHEEP Update (Father David)**

- For the upcoming 2019-2020 school year, at present 87 students are enrolled, which is tracking close to where we were this time last year. The school is close to capacity in the lower grades with more openings available for the 1<sup>st</sup> and 2<sup>nd</sup> grades. Online registration for the school year and summer programs is running well and the school is ahead of budget for the second year in a row. Carpool pick up and traffic flow in the afternoon for SHEC School and Boerne Middle School North (BMSN) is a safety challenge. It was discussed that we may want to visit with the BMSN principal to explore ways to ensure safety on the streets for everyone.

#### **Action Item/Voting Review was performed**

Reviewed Financials

Approved by E-Ballot Education Wing Roof Repairs

Approved by E-Ballot Wendler Hall Security Camera Installation

#### **Around the Table: (Info/Questions)**

- Paul Johnson commended the great Easter celebration and Holy Week at SHEC and Mark LittleStar noted how well the small dinner groups were going.

#### **Announcements: Next meeting is May 21, 2019**

**Closing Prayer:** Fr. David Read

**Adjourn:** 8:07 p.m.

