

**Minutes of the Regular Meeting of the St. David's Vestry
May 31, 2022, Vestry Conference Room and by Zoom**

Members present: The Senior Warden, Rex Hunt; the Junior Warden, Billy K Thomson; the Treasurer, Alison Riemersma; the Clerk, Mary Rose; Joy Philpott; Jennifer Scariano; Gay Gillen; Ann Jenkins; via Zoom were Phillip Owen; Merrell Anne Shearer; Jim Norman; and Anne Claire Woods

Clergy and staff present: the Rector, Rev. Dr. Chuck Treadwell; the Associate Rector, Angela Cortinas; the Parish Administrator, Jim Lamm; and the Director of Stewardship and Planned Giving, Eric Malnassy (for first part of the meeting).

Guest: Eric Leibrock, on behalf of the Building Committee (for part of the meeting).

Meeting began at 6:32 PM

Fr. Chuck confirmed that a quorum was present and led the group in the first half of Compline.

Eric Malnassy said that we are 52% of the way toward the goal of one million dollars. Last month, giving was down slightly. He presented the resolution:

Moved that St. David's extend the current contract with the CCS Fundraising consulting firm for assistance with the Continuing Capital Campaign, through June 26, 2022, at the price of \$10,000.00.

Eric explained the rationale for requesting the extension, owing to unforeseen delays in their work. The price above is half of the rate paid for each of the three months they were scheduled for. June 26 is commitment Sunday.

Eric Leibrock gave an update on the building committee and to discuss the guaranteed maximum price for construction. Eric shared and reviewed the spreadsheet guiding the budgeting for construction. Current maximum price is \$5,075,116. There are additionally architect's design fees, other expenses paid, fees for permits and applications, and an "owner's contingency" of 7%. There are also alternate costs (those that get added when additional money is found), including restoring Gothic arches to the Historic Sanctuary. The committee is applying for a historical preservation tax credit, which is 25% of the allowed costs (~6.2 million). If the credit is sold, Eric estimates recovering 80%, or \$1,235,646. One possibility is to save this amount for the next renovation. In sum, the maximum price, which includes the alternate costs, is within the resources we have.

Both visitors exited prior to the start of the regular meeting.

The vestry approved the minutes of the April 26, 2022 meetings without objection.

Billy K Thomson, with Jim Lamm, gave a report on facilities, including an update on the building condition and an update on the restoration project.

- HVAC update: The main AC/Chiller/water treatment units are still in the process of being repaired and updated. Due to workload of the repair company, these projects have not been completed. The company will get to us ASAP.
- The Labyrinth Irrigation system has not been repaired and no planting has occurred due to lack of irrigation water. Again, this continues to be the result of lack of staffing and workload. Michael will get to it when possible.
- The refinishing of the cork floors in Bethell Hall has been completed but due to a sander

problem, they will have to be redone at the company's own expense. This redo is pending. The company also stripped and resealed a small portion of the slate floors at the bottom of the stairs leading from the main foyer up to the historic church. We are going to see how this refinish holds up to traffic before we make recommendations to the vestry about redoing the slate floors in the main foyer.

- Candace Volz located a source for our slate floors, and Jim Lamm has ordered samples to make sure we can match our floors. We have identified a number of broken or damaged tiles that need replacing for safety and aesthetic reasons.
- The Renovation of the Historic Church is now scheduled to start in August or September.
- Eric sent a diagram of the access/egress from SpawGlass for the work on the Historic Church. This will mostly be done through the 7th Street downstairs doors and will not go through the main foyer. Only so-called "clean construction" (e.g., electrical work) will be done in the administration hall and main foyer. This will allow the foyer committee and the 175th committee to proceed with beautification of the foyer and work on the west wall mural.
- The foyer committee has met on 3 occasions and will have a master plan and budget to present to the Vestry for consideration and approval, hopefully in June.
- A Plant Guild has been formed by Gay Gillen, Allison Marshall and Louise Pincoffs. They have been busy repotting and replacing many plants throughout our facility. Billy K encouraged people to take a look around at the work and to pass on a thank you to these individuals. (Fr. Chuck indicates that there is no need to make the Plant Guild a Vestry-approved standing committee.)

Alison Riemersma reported on finances:

- There is a new accounting system, which is an improvement over the prior one, ACS, as it is more user-friendly.
- The hospitality deficit will likely get made up in the Fall.
- Credit card payments are up, which incurs fees; this reflects people's increased use of credit cards to pay.
- We filed the employee retention tax credit, \$716,500, plus amounts going to the Day School and Next-to-New. Jim Lamm indicates that this will be given in six to eight months. It reflects the fact that we kept all our employees during the pandemic. The plan is to cover amounts we paid ourselves during the pandemic, and Jim Lamm would prefer to have a reserve account so that we have 3 – 6 months of expenses in the bank.

Fr. Chuck gave the rector's report:

- On the Traction VTO and Scorecard update: Fr. Chuck noted that overall numbers go down when we do the combined parking lot service.
- Staffing update: Jim Lamm gave an update on the sexton staff. One has retired (Ken Dewitt); AJ is out on medical leave; Merrill is considering retirement. One sexton hired had to be let go. Fernando, Michael, Oscar, and David remain (with Merrill). We have made an offer. We have only three applicants.
- HR Report: Fr. Chuck continues to work on plans for the music ministry when David retires, and will meet with the Choir tomorrow. Next-to-New Board met with Fr. Chuck this morning. They discussed what the HR structure will look like now that Vic has retired. Irit is retiring at Trinity; Jennifer Scariano briefed us the process of identifying her successor, which may be filled by the end of June. Our next seminarian begins August 21. Fr. Chad will assume outreach responsibility for Outreach Committee work.
- A Diocesan Council Meeting to consider the remnant Fort Worth Diocese (the Episcopal

Church of North Texas) is planned for June. There are about 1,000 people, 14 congregations, and about 25 counties (this would roughly double the size of our diocese geographically). The Diocese can consider this merger because Ft. Worth used to be in the Diocese of Texas. There will be a suffragan bishop appointed for this region.

- General convention update: Schedule has changed to shorten the convention and reduce the number of people present. There will be no vendors. Only deputies, bishops, and one representative of each order will be there. All hearings (e.g., discussion of resolutions) will be done on Zoom to determine what goes to the Houses for votes.
- COVID response update: There has been an increase in infection rates in the area. Although cases are up, most are not dangerous, although some groups of people remain high-risk and of concern. Currently, there is no plan for changes.
- Malawi visitors: They are having a grand time, as is Fr. Chuck, who is hosting them. They helped out at various places/ministries (e.g., Trinity Center) and have met with the bishops. In the next three days, they will tour and also have to write reports. The formal meeting with the Warm Heart International Board and with St. David's is Saturday; they go home next Monday.

Old and New Business

- Consideration of the recommendation of the St. David's Building Committee to approve an amendment of the agreement with SpawGlass regarding the proposed maximum price for Phase I construction project.

Moved that the vestry approve the Guaranteed Maximum Price of \$5,075,116 for Phase I construction in the Historic Church and Bethell Hall provided by SpawGlass (construction manager at risk) and authorize amendment of the church's agreement with SpawGlass to include this price.

Motion passed unanimously.

- Consideration of designation of June 19 (Juneteenth) loose offering for the Pauli Murray Foundation Scholarship. There was a motion and a second for discussion. (There is Netflix show which provides background on the Rev. Pauli Murray). This scholarship supports people of color studying at seminary. St. David's has given to this before. The Vestry must approve this because it is a use of offering. Loose offering is all the money given into the plate that is not designated for anything else, such as a pledge.

Moved that loose offerings collected at all St. David's services held on June 19, 2022, be designated for the Pauli Murray Foundation Scholarship.

Jim notes that this will be in addition to the \$4000 already promised, which the Vestry has already approved. This will be kept separate. Motion was made, seconded and passed unanimously.

- Consideration of establishing authority for the Foyer Committee to make minor expenditures

Original motion: Moved that the Vestry allow the Foyer Beautification Committee to make expenditures of up to \$1,000 per item and no more than \$3,000 per month on items deemed by the committee to be appropriate for the improvement of public spaces within the Church building.

The aim of this is to allow purchases that need to be made quickly (e.g., an antique becomes available); reports will be made to the Vestry whenever this occurs. All major expenses will be approved by Fr. Chuck, and the master plan will be presented to the Vestry. Jim Norman proposed an amendment such that the cap of \$15,000 is included in the motion (up to the current fund amount of \$15,000), primarily for the record-keeping purpose of clarifying limits of the allowance. Ann seconded the amendment. Upon discussion, Jim withdrew the amendment, and Ann agreed to the withdraw. It was suggested that instead of Jim's amendment, we change it

to "...no more than \$3,000 until the full budget is presented to the Vestry." Jennifer moved to make this the amendment. Alison seconded. Amendment passed with one no vote. The amended motion is:

Moved that the Vestry allow the Foyer Beautification Committee to make expenditures of up to \$1,000 per item and no more than \$3,000 until the full budget is presented to the Vestry on items deemed by the committee to be appropriate for the improvement of public spaces within the Church building.

Fr. Chuck says we will later discuss having a fund for small facilities expenditures more generally.

- Consideration of an amendment of the contract with CCS Consultants for the Continuing Capital Campaign

Moved that St. David's extend the current contract with the CCS Fundraising consulting firm for assistance with the Continuing Capital Campaign, through June 26, 2022, at the price of \$10,000.00.

Motion made, seconded, and passed unanimously.

- St. David's demisemiseptcentennial (175th) anniversary celebration update: Fr. Chuck reports that Sandi wrote that Pastor Angela and Gay may work on pilgrimage to Wales for some time in September. There will be honorary directors and Fr. Chuck will work to bring in Bishop Doyle.

Next Vestry Meeting: June 28; other date of note includes:

General Convention in Baltimore – July 8-11, 2022 (rescheduled)

Father Chuck led the group in Compline's closing prayers, and the meeting adjourned at 8:30 PM.

Respectfully submitted,
Mary Rose
Clerk