

June Vestry Meeting

June 18, 2024

Those in Attendance: Mary A., Anne B., Joyce B., Natalie C., Tim C., Tom C., Jason E., Jacqueline H., Carlyle K., Bob M., Diana S.

Those not in attendance: Niki M.

Guests: Holly W. – staff, Karen Crane – finance, Gray Langley, Jim Muse

Clergy: Greg Brown, Cat Connolly

Recording Secretary – Natalie Castro

1) Opening Prayer – Tom C. – Done by Diana S.

2) Agenda Approval - Joyce B. – Bob moved for approval. Carlyle seconded. Approved by all.

3) Scripture/Bible Study – Bob M.

4) Facility Rental Policy Discussion – Cat C.

a) General updates

- Cat provided a summary of answers to questions from the last Vestry meeting.
- The playground will not be a part of the rentals. Consider putting a sign up advising that the playground is only for church ministry usage. Holly will move forward with getting signage.
- Cat said it is advisable and the plan is to always have an attendant.
- Cat said Paul Maxwell is working on updating the agreement.
- She spoke with Kirt and Trish about marketing. The church website is under transition at this time, but it should be ready to advertise the rentals soon.

b) Insurance – Jim Muse

- The playground is for the use of the church. When you go to a third-party rental, you have a higher duty of risk to manage than for your own people. If you post signage as “trespassing” or for use of the church only, then you have additional defense if someone gets injured.
- Carlyle asked about putting a lock on a fence. Jim said that most of the time the use of the playground is supervised. When there is unauthorized use, the risk goes up.
- Joyce asked about the age range of the kids for usage. It was discussed that the equipment in the playground is for young children, but older kids use it.
- Joyce mentioned the Scouts, and how they are not members of the church, but they use the playground. It was said that because we are renting and collecting revenue, that is the difference between Members and regular users. Jim said the duty rises with revenue and leasing.

- In terms of taxes and insurance, we need to confirm what the space would be used for. If leased for anything other than non-conforming use, we run the risk of higher insurance. It is up to us to confirm what the space will be used for.
- Bob asked about notifying our insurance company about the leasing. Jim stated we do not need to notify the insurance carrier as we are insured and using the building within our authority.
- Cat said it is important to use the correct language.
- Rental Insurance: Jim mentioned that the agreement includes minimum insurance requirements for renters as \$500k. Jim suggested we increase to \$1million. In his opinion, the rentals are going to be for one off events. He stated you can get insurance for “events” coverage.
 - Vestry discussed that this may discourage some individuals and groups from utilizing the space due to cost of insurance.

c) Potential tax consequences – Gray Langley

- Gray discussed that in the tax world we should not use terms rental or lease. We would say there is a charitable donation for the “use of space.”
- Gray mentioned a “gift acceptance letter” that outlines the donation.
- We do not want Investment income because then we will pay tax on same.
- Diana asked about the need for a commercial inspection of the kitchen for rentals. Holly said we would need an inspection as it is out of code. The discussion centered around not being able to rent the kitchen for commercial use due to the expense of upgrading to make it compliant, or “licensed”. It was agreed that people can use the kitchen when renting.

d) Cat asked if the Vestry is happy to continue going forward? The Vestry agreed to move forward.

5) Finance Report – Karen C.

a) May 2024 Financial Statements

- Karen provided a printed financial summary – see attached.
- YTD total revenue was favorable to budget mainly from net pledge receipts.
- Facilities rental was under budget.
- The water credit has come through.
- Deficit at the end of May was \$16,000.
- Tim asked about the decrease in temporary restricted fund. Karen explained it was due to the transferring of money for the choir pilgrimage.

b) Karen approached the Foundation about extending the loan for an additional 5 years with 5% interest rate. Nothing has been voted on. The details of the loan are still pending but we will continue to explore.

6) Junior Warden's Report – Carlyle K.

a) Sidewalk

- Russell Weil and Mary Lindsay Evans are helping to communicate with the city regarding the city proposal of crosswalk at the 2729 property.
- Carlyle shared that the city agreed to put a decision on hold until the vestry was able to discuss the issue.
- Diana said per the city, they do not need a traffic report if there is enough traffic or fast enough speed.
- The thought from those at the meeting was that the city has already decided, and discussions are not truly meaningful.
- Jason said they city offered \$3800 to put the easement.
- Jason said we should reach out to our city council to discuss further.
- Per Carlyle, Russell said we could hire a lawyer to try to get the matter extended. But Jason said the lawyer would be to get an injunction and that might not even be possible.
- There was discussion about getting an appraisal to see about countering the city's offer of \$3800. Jason will look into getting an appraiser.
- A letter has been put together that will be sent to the city. Joyce suggested that the letter be signed by the Greg and junior and senior wardens.

b) Solar Panel Updated Proposal.

- Carlyle went to the foundation and presented the document that was put together. The foundation voted and approved funding \$20k of the solar project.
- The \$5k Diocesan grant has been submitted. At this point we are waiting for a decision.
- It was suggested that we ask for members to sponsor a panel to raise donations. We have had success in the past asking for donations for specific projects.
- Eagle Solar and Renu bids:
 - Eagle's bid went up because they are based in Raleigh.
 - Carlyle is working with both vendors and the interconnect agreement with Duke. This is regarding the rebate of \$37.5k. The rebate is transferrable to either vendor.
- The federal cash back program, roughly \$28k through a refund we would file for.
- Vote on Solar Panel Project
 - Carlyle asked for a motion that we will move forward with a contract that will be evaluated.
 - Tim moved to go forward with the contract as put forward by Carlyle for legal review. Bob and Diana seconded. Approved by all.
- Holly asked if when Renu was here looking at the space, if they said we needed to do anything to the electrical panels. Carlyle said Renu said there are plenty of opportunities to tie into the transformer.
- There was a discussion about the need for structural approval before we can move forward. Carlyle said there will be a structural and electrical engineer review.
- Holly asked that the stipulation be included in the contract voiding it if we don't pass structural investigation. Carlyle and Jason agreed.

7) Ministry Reports

a) Parish Events – weekly/mos./small grp (Jason E.) Deferred to next month

b) Pastoral Care (Natalie C.)

- Natalie said she introduced herself to Bill Wilder and she will reach out to him for report.
- Natalie will attend the next Pastoral Care meeting.

8) Associate Rector's Report – Cat C.

a) Youth Minister update

- Samantha Haren has a new job so she will only be with us until the end of August. She still wants to be a part of the church.
- We are continuing to advertise for a Youth Minister. Cat is speaking with Beth about possibly reaching out to college students.
- Joyce suggested that Cat ask Trish to put something in the Sunday Spirit.

b) 6 youths are signed up for Confirmation in September. The Bishop will be here on Sept 29th for the confirmations.

c) Jason asked about the children's events not being listed in the Sunday Spirit, and he suggested they should be. Cat took note and will let Trish know.

d) Sacred Ground course

e) Cat is still working on her Spanish.

- Natalie mentioned again that Cat is doing a great job with her Spanish and preaching during La Misa.

f) Cat's vacation has been rescheduled to Aug 5-21st.

9) Mid Meeting Reflection & Bio Break – Mary A.

Mary read Liturgy for Paying Attention

10) Rector's Report – Greg B.

a) Greg asked about reconnection success stories. Vestry shared several stories.

b) Nuevo Amanecer Conference

- Attended by 7 people from our church. It was amazing. There were breakout focus groups on how to grow your church.

c) Annual Giving Campaign Leaders – Gray & Tammy Langley with the help of Jacqueline Howells

- There will be a kickoff social this Thursday and is open to all.

d) Transitional Deacon – Daisy Colon

- Daisy was ordained, and we have a signed letter with her and the Diocese for her to start with us as a part time Deacon. She will be primarily working with La Misa, but she will also do some English services.

e) Greg reminded that he will be in Costa Rica with the Pilgrims.

11) Senior Warden's Report – Joyce B.

a) Still need a candidate for Recording Secretary

b) 2024 NC Convention Alternates

- Reid Parker, Jane Crutchfield, and Karen Crane
- Carlyle moved to appoint the above alternates for the convention. Diana seconded. Approved by all.

c) Vestry Nominating Committee (Joyce B., Jason E., Carlyle K., Natalie C., Anne B., Mitchell W.)

- Possible meeting June 26th to go over the list of potential candidates.

d) July Meeting – Bob & Camilla's Home, 1830 Bobolink Lane, Charlotte, NC 28226

12) Old Business/ Reminders – Joyce B.

a) Approval of May 2024 Minutes

- Tim moved to approve the May Vestry Minutes. Carlyle seconded. Approved by all.

b) July Ministry Reports – Worship & Music (Jacqueline); Hispanic Ministries (Tim C.)

c) BGG Speakers – June (Joyce B/Brad Patterson), July (Tim C.), Aug (Anne B.), Sept (Bob M.)

- Joyce said there is a folder on the share drive with a list of everyone's month and what the speech should be about and other info.

d) July Vestry Assignments: Dinner (Niki M.), Open/Close Prayers (Jason E.), Lead Scripture study (Carlyle K.), Mid-meeting reflection (Bob M.)

e) Tim requested an updated on the tracking of key metrics. Joyce said it will go on the July agenda.

13) Closing Prayer – Tom C.