

**EPISCOPAL CHURCH OF THE HOLY SPIRIT,
VESTRY MINUTES, JANUARY 17, 2023
DISCUSSION/FINDINGS/CONCLUSIONS**

- Unrestricted net assets at year-end were \$15,951 plus \$9,664 remaining of unrestricted funds from forgiveness of the Payroll Protection Plan loan received during the pandemic.

2023 Budget

An operating budget must be adopted at this meeting to allow payment of salaries and other expenses. This budget will be presented to the parish at the Annual Meeting, January 29. The budget can be revised by Vestry during the year, if necessary.

The Finance Committee recommends that the Vestry approve the budget as presented in column D on the attached worksheet.

- Pledge receipts are budgeted at \$193,000. Pledge commitments received to date are \$192,574, an increase of \$10,385 from 2022 commitments and an increase of \$4,029 from actual 2022 pledge receipts.
- Unrestricted open offering is budgeted at \$11,000. We have already received \$1,231 towards this amount.
- The recommendation is that \$5,000 of the 2022 operating surplus be allocated towards the operating budget. These funds currently show of the balance sheet as a portion of the unrestricted net assets of \$15,951.
- The church has been notified that it is the recipient of a distribution of \$10,600 from the estate of Roger Hartner, and that these funds should become available in the next few weeks. The budget recommendation is that \$5,000 of this amount be earmarked to support the 2023 operating budget.

Discussion:

Because this money was not designated for any purpose, Vestry must decide how it can be used. The decision should be made soon, likely in the next month or two. Bill Sewell will make a presentation at the Annual Meeting. One option discussed while David was absent from the room was to use the funds as a pastoral bonus later in the year. A means of honoring Roger Hartner was also recommended.

Expenses:

Budgeted expenses are \$216,876, an increase of \$14,750 from 2022 actual expense and an increase of \$17,614 from the 2022 budget.

Major Differences:

- 5% increase in the Rector's salary and associated increase in Rector retirement and Rector Sabbatical Reserve expense.
- Approximately 8.7% cost-of-living expense for other staff including the Church Administrator and Pianist.
- \$6,000 budgeted to engage the services of a part-time bookkeeper.
- \$1,420 increase in the pledge to the Diocese.

As shown, this recommendation proposes an operating budget deficit of \$1,851 versus the 2022 budgeted operating deficit of \$2,027 and 2022 actual operating budget surplus of \$7,383.

Please feel free to ask any questions prior to the meeting.

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Vestry voted to accept the Budget as presented in Column D of document from Bill Sewell.
(See attachment.)

Also voted on and accepted: David McNair's compensation (of which \$20,000 is housing allowance).

AGENDA ITEM: Sr. Warden's Report *(Kathleen Phillips)*

1. The Living Gifts Fund Board: Next quarterly meeting March 28, 2023.

Annual Parish Meeting: LGF Annual Report content was reviewed and will be presented on January 29.

CFWNC Financial Statements as of September 30, 2022, were reviewed. Investment strategies and performance were examined and discussed.

New board member, Kathleen Phillips, was welcomed.

Procedural matters discussed: attendance, quorum requirements, best meeting times/days.

In-person attendance is preferred. Remote attendance as necessary. Advanced notice essential.

Quarterly Meetings set: March 28; July 11; October 10; January 09, 2024.

2. ECHS Communications Management:

Livestreaming: Response to the Vimeo platform has been positive. Feedback indicates sound quality and volume is uneven, especially when speakers are not at the lectern.

Other Media: Audio system upgrade. Jay Schauer is assisting with this project.

Goals:

- **Improve quality and volume of sound** delivered to all parts of the Sanctuary as well as to the live stream attendees.
- **Install portable device in the Nursery** to enable live stream; to be used in other spaces as needed for special events, programs, or overflow attendance.
- **Upgrade microphone for use in hybrid meetings** to improve clarity and volume for remote participants.
- **Priority given to wireless** components and adapting existing system in Robing Room wherever possible.

AGENDA ITEM: Jr. Warden's Report *(Peggy Wilson)*

1. I [Peggy Wilson] am still working with the electrician to obtain a bid on the cost of converting our fluorescent lighting to the use of LED tubes. If I don't hear from the electrician this week, I may ask for recommendations from you all in order to secure another electrician.
2. We have a new informational sign and post to install at the corner of Bone Camp and Route 213. We are presently awaiting warmer weather for digging and setting the post where I [Peggy Wilson] will be placing the sign.
3. I have called Austin Heating And Cooling to come and do service maintenance on our furnaces. A date has not yet been set.

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4. In an effort to make a decision about the nonfunctioning urinal in the men's room, below in the attached PDF is a bid from the plumber on the cost of replacing the nonfunctioning urinal.
5. You will see also in the PDF a copy of an estimate for having our large sign replaced on the creek side of Bone Camp Road. This estimate is from the sign company which did the original sign in 1989. Another bid for similar signage is being obtained from Moss.

AGENDA ITEM: Rector's Report *(David McNair)*

1. Pastoral issues:

Julie Johnson – Underwent surgery on 1-13-23 to repair two leaky heart valves. The surgery went well and her doctors expect that she will remain in Mission hospital for a few more days before being released either to return home or a skilled nursing facility at Deerfield. Her son Rob is planning to be in town at least until she is released from Mission.

Update: She might be returning home on Wednesday, January 18.

Esther Moriarty – Continues to receive regular leukemia treatment at Duke University Hospital as part of a new leukemia trial drug study. Her immunity is compromised by those drugs, thus necessitating that she be cautious about visiting public places.

Francis Knisley – was released Saturday from Mission Hospital to **Madison Health and Rehabilitation** (formerly Madison Manor) after nearly a week's treatment at Mission for a serious stomach virus.

Mike Robinson – The knee replacement surgery Friday, December 16, was successful; and Mike is ahead of schedule in his recovery from this type of surgery.

Robert John Gillespie – Continues to recover and regain strength after undergoing heart surgery in October.

Susan Hogue – The sister-in-law of Kathleen Phillips, Susan died on January 6, 2023, from inoperable glioblastoma (brain cancer). We remember Kathleen, her brother Bill Hogue, and their family in our prayers

- 2.** Visitor to ECHS in recent weeks: Chris Abel, 111 Grovewood Road, Asheville, NC, 28804, chrisbellflute@gmail.com

David requested that Vestry members take on following up with Sunday service visitors, preferably through a written note. He suggested rotating this follow-up among the Vestry members on a monthly basis. Often the handwriting on the visitor forms is difficult to read. Vestry reps could ask greeters to help improve this situation.

David also will follow up with training the Ushers and Greeters.

- 3.** Update on the effort to gain USA Visa approval for the Reverend Tulia Sanchez and her husband Osmani, along with their two daughters, Suzanna and Sarai, to live in the U.S. for one year, beginning as soon as possible in 2023. In consultation with, and by recommendation of, Bishop Jose, the proposal will offer Tulia a half-time position as a Latina Missioner for La Esperanza and the Asheville Deanery of Western NC with the **full funding of this position being provided by sources outside the ECHS budget**. Rebecca Sharp and Paula White have offered to share the La Esperanza office with Tulia as needed. A proposed job description for this position will be presented and discussed at our Vestry meeting.

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Vestry voted in favor of Tulia having ECHS as her home base while she carries out her ministry during her year in the U.S. Housing and a car have been provided for the family through various sources. Her husband Osmani will also be working at a job.

4. I [David McNair] will offer an introduction to **Sacred Ground** on Sunday, January 22, following the 10:30a.m. service. **Sacred Ground** is a dialogue series exploring race and faith. Based in Madison County, **Sacred Ground** sessions will meet monthly throughout 2023 on the first Saturday of the month, 9:30–11:00a.m. at Mars Hill Methodist Church. Our first **Sacred Ground** meeting is scheduled for Saturday, February 4, at 9:30a.m. All are welcome to attend.
5. ECHS Annual meeting is scheduled for Sunday, January 29, 2023, following the 10:30a.m. service. Included on the meeting agenda is the election of new Vestry members.
6. **New Vestry member orientation will be offered January 31 at 4:30p.m. at ECHS.**
7. Community Ash Wednesday service at 12:00p.m., Wednesday, February 22, at Broyhill Chapel on the campus of Mars Hill University.
8. ECHS Lenten Soup and Program will be offered on Wednesdays during the season of Lent, beginning Wednesday, March 1, at 5:30 p.m.
9. FYI, I [David McNair] will be attending the diocesan Spring Clergy Retreat, February 26-28 at Valle Crucis Conference Center.

AGENDA ITEM: Christian Adult Education Formation *(Mark Holland)*

Christian Formation Education Committee met to prepare report for January 17, 2023.

Members present: Mark Holland, Carol Jablonski, Ty Jones, David McNair

This meeting's discussion focused on plans for classes throughout the Lenten Wednesdays:

- **January 22:** David will present for one hour after the service on the upcoming activities of the Racial Justice Coalition
- **February 5 and 12:** Gail Kase will present on her studies in nature, her readings and observations. Classes to be held 9:00 —10:00a.m.
- **February 19 and 26:** Mark Holland will present on the Holy Grail story, myth and legend, 9:00—10:00 a.m.
- **Lenten Wednesdays:** David, Ty, Carol, and Mark will make presentations on four of the Seven Deadly Sins: Pride, Greed, Wrath, and Envy

AGENDA ITEM: New Business *(David McNair)*

We thank the outgoing Vestry: Dick Jordan, Pam McNally, and Nancy Larkin.

AGENDA ITEM: Next Vestry Meeting *(David McNair)*

Tuesday, February 17, 2023, at 4:30pm

AGENDA ITEM: Closing Prayer *(David McNair)*

Respectfully submitted,
Lorrie Cooper, Clerk