

Vestry Meeting Minutes

December 17, 2024

Vestry members present: Senior Warden Gail Kase, Junior Warden Peggy Wilson, Amanda Hilty, Claire Gillespie, Mike Robinson, Carol VanVoorhis, Deb Carlson, Bendik Clark

Absent: None.

Others in Attendance: Rev. Dena Whalen, Clerk Deidre Soileau (on Zoom), Sam Shiver, Treasurer, Marcus King, incoming treasurer

Evening Prayer: Begin in silence

Opening devotions: Mike Robinson

1. Approval of November 19 minutes—completed December 3, 2024, via group emails.

2. Approval of discernment process materials and compensation package recommendations

On December 8 via email, Gail asked the Vestry to vote to do the following:

- Post the Parish Profile on the ECHS and Diocese websites.
- Submit the OTM questionnaire to the Diocese for posting to the OTM database.
- Request the Diocese to post the Rector job opportunity to the Episcopal News Service. The Senior Warden will consult with Canon Augusta to determine the appropriate amount of time for posting and the deadline for applications. ECHS will reimburse the Diocese for the posting fee.
- Establish a base annual compensation package calling for a part-time Rector employed an average of 30 hours/week at an equivalent rate of \$35 per hour plus retirement contribution, health insurance contribution and other benefits and expense reimbursements.
- Authorize the Senior Warden and the Treasurer to work with the Canon to determine a final compensation

This was passed unanimously on December 9 via group emails.

3. Treasurer's Report. ACTION ITEM: Approve Marcus King as treasurer Approved unanimously

With added hours approved, Katie (bookkeeper) will take Peggy's place as financial manager. Marcus will replace Sam as treasurer on January 12.

4. Interim Rector's Report. See page 4

Question to Dena, should we copy Matie on everything and Dena's answer is no.

5. Senior Warden's Report. See page 5

Incoming vestry members: Jennifer Reda said yes. A discussion ensued on who could serve as junior warden.

6. Junior Warden's Report. See page 5; Discussion about the need for a new Junior Warden.

7. Committee liaison reports.

- A. Property: See page 5. Discussion on coaching people on effectively using the microphone.
 - B. Finance: Dena. Ex officio.
 - a. 2025 Budget
 - b. Discussion on number of people for most effective finance committee
 - C. Discernment Committee: See page 6.
 - D. Stewardship: Next year
 - E. Celebration: Carol. No meeting this month.
 - F. Outreach: Carol. See page 6.
 - G. Church Caring Crew: Bendik. See page 7. Need replacement chairperson for Barbara Molony.
 - H. Communication Committee: Amanda. See page 7.
 - I. La Esperanza Discussion about how incoming president might impact La Esperanza's work. The sheriff and Rebecca might be able to come and give us some facts about upcoming possible changes.
 - J. Welcome Ministry: Claire. See page 7. Successful newcomers' dinner. Pierces, Wileys, John Connelly?
 - K. Christian Ed: Deb. Nothing new.
- 8. Ice breaker.** Party instead: Gail's last meeting as Senior Warden. All expressed their gratitude for Gail's work.
- 9. Vestry Rep duties:** Vestry Reps are double checkers. It's our responsibility to ensure that the Sunday service goes as smoothly as possible and that the church is safe and secure.
- 10. Concerns from congregation.**
- a. Dogs in church, continued. Small tweaks have helped the expressed concerns – more aisle space, etc. If someone has allergies, that's a different issue we will address if it comes up.
 - b. Please remind folks that announcements should be brief!
- 11. Pastoral concerns or addenda.**
- Nancy Larkin, Pat Mahon Starr and Raven (lung is involved)

Next Vestry Meeting January 16, 5:00.

ATo Dos:

All: Stress that announcements should be brief.

Treasurer's Report

Interim Rector's report

Worship and Pastoral

Ingathering Sunday was November 24 th .

Joan Mahon died on November 11th. On November 26thd we celebrated her life with the Burial Office and Communion. Committal followed in the Memorial Garden. Ann Shiver and her team provided a lovely reception. We will continue to support Pat Mahon as he navigates a new chapter in his life.

Met with Nancy Larkin, family and friends on Sunday, December 15, to pray after Nancy's mother's death. Harriett Larkin. We prayed the Ministration at the Time of Death.

The season of Advent has been particularly poignant this year as a time of waiting for the new ways Christ will come among us as savior, as judge and reconciler.

I attended Advent Clergy Quiet Day on December 10.

I continue to lead the Vespers service at Mars Hill Manor on the second Sunday each month. Starr O'Hara and her daughter, Raven, will continue in our prayers. I will visit them regularly and report any pastoral needs they will have along the way.

Formation and Fellowship

Holy Spirit did not host its traditional Thanksgiving meal at the church but, because of other gatherings due to the storm, participated in another large gathering in the community.

Advent Potluck & Program met on three Wednesdays, December 4, 11, and 18. The theme was "Won't You Be My Neighbor?" We looked at the biblical teachings on how we are called to be neighbors; how people are finding ways to increase neighborliness; chance encounters when a stranger instantly becomes a neighbor.

The Welcoming Committee hosted a Newcomer's Dinner on Sunday, December 15, at the church. Six new members were in attendance. Good food, stories, laughter and tears were shared by all!

Martie and I have worked together to produce a list of duties for admin volunteers while she is in treatment. We met with ten people and a list of responsibilities is attached. Martie will work when she is able and the team will cover for her when she can't.

Time Away

I was away in Florida from November 15 through 22. Edward Harrison supplied as priest. I will be away from December 30 through January 6 in Texas with my son and family. Am arranging for a supply priest starting with Todd Donatelli.

Senior Warden's Report

Greetings!

Vestry Transition time is upon us! We'll say good-bye to Carol Van Voorhis and Peggy Wilson. I'll transition to Vestry member as Amanda Hilty prepares to take over as Senior Warden on January 12 at the Annual Meeting. Marcus King is taking over the treasurer responsibilities from Sam Shiver. Our Parish Profile is finished, it's on our website, and Canon Augusta will post the package (Parish Profile, Compensation, and OTM) on Monday December 16. Soon, potential candidates for our new Priest will be clamoring to come to visit! They have about six weeks to get in line.

We also have some work ahead. We need 3 new Vestry members, including one as Jr. Warden. This is the responsibility of the Vestry, so please put on your thinking caps! If you are the liaison to a committee, please remember to submit your reports by Friday, December 13, even if the committee has not met since our last meeting. This gives everyone a chance to read them before the meeting, and allows Deidre time to include them in her minutes. Please send them to Vestry members, Dena, Deidre and Martie, and include the name of your committee.

Please send me anything that you would like to add to the agenda by Saturday the 15. I trust that the vestry will continue to be a body that guides and supports our Holy Spirit community: helping us all to keep our hearts and minds open to discern what Love asks of us.

Respectfully submitted,
Gail Kase, Senior Warden

Junior Warden's Report

A sub group of the property committee is exploring ways to create better sound and hearing of services in the memorial garden. Still in exploration

Respectfully submitted
Peggy Wilson

Property Committee

Consider improving the sound system for the memorial garden

Finance Committee

2025 Budget; Peggy Barnes is stepping down as budget person, Katie to take over

Discernment Committee

By the time of our meeting the Parish profile and OTM should be online! Our profile is already on our ECHS website. It and the OTM will also be listed on the Diocese website and the Episcopal News Service. We did approve the funding for the Episcopal News Service which will help keep our listing relevant and active. This is exciting progress and we'll be working with Joslyn to help develop interview questions as well as prepare for our next steps. With vestry approval, a compensation package based on 30 hours/ week in compliance with the Diocese requirements has been established. We will also have guidance on negotiations when we get to that point.

Stewardship

Mike Robinson

No Report

Celebration Committee

Carol VanVoorhis

No report this month.

Outreach Committee

Carol VanVoorhis

The Outreach committee had a quick meeting on Dec 1st to approve funding for the following:

Community Housing Coalition- \$,5000

Beacon of Hope- \$5000

Neighbors in Need \$4000

Additional needs for individuals effected by Helene \$1,000

All voted YES for these amounts. Susan will work with Amanda Hilty to get the individual gift cards delivered.

To date the total amount donated to support recovery work is the following:

CHC 10k

Beacon of Hope 10k

Neighbors in Need 4k

Barnardsville Baptist Church 2.5k

Gifts Cards for those who suffered loss from Helene \$2,100

Total given out for Hurricane Assistance \$28,600

Total raised \$30,000

The Christmas Craft show was a great success, over \$6,000 raised!

Church Caring Crew

Bendik Clark

Barbara has found herself increasingly committed to providing care for her husband. She feels that it would be best if she passed on the reins to someone with more free time. She does report that she has received no requests for help in the past month.

Communication Committee

Amanda Hilty

A digital sign was purchased and is awaiting the property committee to install the screen. We're also exploring options to help create a photo library/ database to make storing and utilizing ECHS pictures.

Welcome Ministry Report

Claire Gillespie

Welcome Committee met December 7 to make final plans for the chili supper for newcomers on December 15. Dena, both wardens, and Ty Jones were invited to greet and share information about their positions with newcomers. Claire will share the results at the vestry meeting.

Christian Education

Deb Carlson

Nothing new