



# St. Alban's Episcopal Church

Davidson, NC

## MINUTES OF THE VESTRY MEETING ON MAY 13, 2024

### ATTENDANCE

<i>Vestry Members in Attendance</i>	<i>Also in Attendance</i>
Connor Fulton	<i>Clergy</i>
Matthew Goodson	Rev. Kevin Lloyd
Martha Hartle	Assoc. Rector @ Davidson
Sarah Hicks	College Episcopal Campus
James Kennedy	Minister
Annamarie Klemm	<i>Unable to Attend</i>
Allison Kratt	<i>Clergy</i>
Mike McDonnell	Rev. Carmen Germino
Cheryl Nealy	Rector
Dave Pylipow, Senior Warden	
Mike Sass, Junior Warden	
Joseph Torok, Clerk	
Leslie Urban, Treasurer	

### CALL TO ORDER

Rev. Lloyd called the meeting to order. A quorum was present.

### PRAYER/REFLECTION

Rev. Lloyd began the in-person meeting with evening prayer.



Martha Hartle read the goals of the Vestry:

As the vestry of St. Alban's, we...

- ...pray for each other and our church
- ...participate fully in vestry meetings and support vestry decisions
- ...are visibly present in the life of the parish
- ...commit to being a learning community
- ...welcome a variety of opinions
- ...notice and share the joy of this community
- ...are open to change and the work of the Holy Spirit
- ...do business to further our purpose (mission and ministry)
- ...are in an ongoing state of discernment
- ...take faithful risks when appropriate
- ...collaborate to avoid ministry silos and empower the various ministries we support
- ...communicate thoroughly
- ...support our church staff and clergy
- ...gather informally to strengthen our relationships

As we do these, we will serve as role models of faith and service.

### INFORMATION

- + May 19 is Pentecost
- + June 8, Rev. Lloyd presents at Liam Barr's ordination to the transitional diaconate, St. John's Church, Charlotte.
- + June 23 is the Feast Day of St. Alban
- + June 30, Rev. Germino returns from sabbatical
- + July 8 is a vestry social gathering
- + August 4 is Eucharist at the Lake, which includes food supported by the Ministry of Fun
- + October 5 is Oktoberfest



## DISCUSSION

### MINUTES

+ The minutes of the April 8, 2024 meeting of the vestry were submitted for review and were approved as amended, by unanimous consent.

### TREASURER'S REPORT

+ There are no concerns with finances at this time and the parish remains well-positioned with regard to parish hall and operational expenses. Leslie Urban notes that the preschool is aware of anticipated expenditures including to departing staff.

### PARISH HALL REPORT

+ Leslie Urban noted that the Finance Committee met a week and a half ago and discussed the parish hall expenditures. Based on analysis provided by Danny Wiles, the Finance Committee recommends increasing the amount taken from reserve funds to reduce the mortgage.

Motion #1  
by Dave Pylipow.

The vestry approves increasing the amount taken from reserve funds to reduce the mortgage balance from \$500,000 to \$550,000.

Seconded  
by Martha Hartle.

Motion #1: Unanimously passed.

+ Dave Pylipow notes that expenses related to the parish hall have been running on or under budget. He expressed gratitude to Mike Sass and James Wally for being outstanding stewards of financial expenditures.

+ Mike Sass notes that the parish hall construction project is approximately 55 percent complete and is expected to meet the September completion deadline. Bricks have been placed around the perimeter of the building. The overall project is on-budget and there are contingencies in place. The architect, engineer, construction owner, project superintendent, plumber, timber supplier, and others have met today and there has been excellent communication from all parties. The architect visits monthly prior to placing a pay application and before transferring funds.



✦ Dave Pylipow and Mike Sass presented an audio-visual equipment plan for the parish hall. Alex Slawson and Hank Patch engaged Matt Presson to consider potential vendors. Rygid Audio Visual consulting, which serves Davidson College and provides networking services in addition to audiovisual equipment and installation. A 98-inch television and networked speaker system which will provide streaming with the nave is being sought. Seventy-five percent deposit is requested for pre-purchasing and the balance would become due after completion of the parish hall construction. The company would include trainings with both technical, “Stream Team” staff as well as any people who anticipate using the system.

Motion #2  
by James Kennedy.

The vestry approves a contract with Rygid Audiovisual Consulting for \$45,217.53.

Seconded  
by Dave Pylipow.

Motion #1: Unanimously passed.

#### PARISH HALL USE COMMITTEE

✦ Annamarie Klemm co-chairs with James Kennedy the new Parish Hall Use Committee. They and other committee members will meet June 4, 2024. James has noted that for the first year, they will review usage considerations and ensure that planning is implemented to best serve the parish. Rev. Germino requested that the Outreach Committee sponsor an opening event, such as a family food-packing event, at St. Alban’s in the Parish Hall rather than off-site in Concord. The committee will also consider permissible uses of the space, expenses and associated fees, as necessary and appropriate.

#### INCREASE VOLUNTEERS BY INTEREST AND TALENT

✦ The vestry seeks to prioritize increasing volunteers by appealing to parishioners unique interests and talent. Vestry members reflected on the success of previous ministry fairs and individual outreach, including the Ministry Guide, to help guide a survey of time and talent. Additionally, the Annual Giving meeting leveraged the ministry booklet to assist in securing talent. Finally the Outreach Committee is working on volunteerism.

#### MISSION STATEMENT UPDATES



✦ The vestry seeks to revise the Parish mission statement, which is often done with the counsel of the rector. Rev. Germino will be engaging with the vestry upon her return from sabbatical in order to discuss potential updates to the mission statement.

### SUNDAY SERVICE RESPONSIBILITIES

✦ Mike McDonnell has responded to general concerns regarding roles and responsibilities of the vestry. It was recommended that, in order to enable the vestry and greeters to focus on core tasks, a separate Food, Beverage and Cleanup crew be established as a “Coffee Ministry.” Two leads would be requested to provide frozen foods from a local warehouse store according to a budget. A sign-up sheet would be posted. Annamarie Klemm has volunteered to get staple items and provide estimates. Martha Hartle has also volunteered to lead efforts and seeks to ensure that Jean Bonnyman is consulted and engaged due to Jean’s tremendous leadership in providing treats to date.

### PARISH DIRECTORY UPDATES

✦ Periodically, parishes make updates to their Parish Directory. In 2020, a Community Book was published. Often parishes provide printed and/or electronic versions of the parish directory, associated with family photography packages for those who enjoy an opportunity for a professional family photo. The vestry is considering a range of these options to achieve the goal of updating the Parish Directory. Further discussion is anticipated.

### CLERGY UPDATES

#### Updates from Rev. Lloyd

✦ Courtney Fossett has been assisting with producing the weekly newsletter. John Bailey and Rev. Lloyd have been producing the bulletins. Leann Turner and Courtney Fossett have been preparing the bulletins.

✦ Rev. Lloyd greeted families of seniors of the Episcopal Student Fellowship (ESF) at Davison College. Additionally, he will be holding a routine Zoom call with ESF alumni and a book chat, in conjunction with ESF leadership.



## WARDEN UPDATES

### Dave Pylipow, Senior Warden

+ Dave emphasized that the fire doors must be kept closed. Even if there is activity occurring downstairs, vestry members are instructed to shut the doors.

### Mike Sass, Junior Warden

+ Mike Sass discussed general maintenance of the church, preschool, and outdoor areas. He met with Patti Rossini to ensure preparation of the facility for preschool. The most noteworthy project is the sanitation sewer line which has presented problems. An estimate of approximately \$19,000 was received but additional quotes will be considered in order to address the sewer line.

+ Patti Rossini's celebration will be held on Thursday of this week and Sunday night the Preschool Board will be holding an appreciation celebration as well.

## LIAISON UPDATES

+ Cheryl Nealy, Preschool Liaison, noted that the preschool is actively enrolling students and a meeting with Nadia, the new Preschool Director, is being held weekly for the transition period. Graduation will be held next Wednesday, May 22, 2024 at 6:00 p.m. Also, the Summer Camp is full, and runs the first three weeks in June with 20 students per week for 3 weeks.

+ Martha Hartle provided an Outreach update requesting personal invites for volunteerism. She noted that some members may wear a ribbon or "ask me" button, and that they are considering methods of publicizing descriptions of current opportunities, such as online, newsletter, or an Outreach Ministry Sunday with a sermon of the day. Members intend to follow-up with new attendees. Sunday features may include Lydia's loft, a parish hall event, Costa Rica and Galilee Ministries activities, as well as fundraising during October.

+ Mike McDonnell encourages everyone to sign-up for vestryperson of the day (VpoD)

+ James Kennedy noted that the St. Alban's Anti-Racism Team (StAART) library announcements will be featured in the newsletter Sunday.



CLOSING

Rev. Lloyd closed the meeting with Evening Prayer.

The next regularly scheduled meeting is tentatively scheduled for Monday, June 10, 2024 at 7:00 P.M.

Respectfully submitted,

Joseph Torok  
Clerk of the Vestry