

GOOD SHEPHERD EPISCOPAL CHURCH
Minutes of the Vestry Meeting
Tuesday, June 12, 2018

In Attendance

Vestry: David Beall, Maggie Buonarosa, Pam Clark, Cindy Esselburn, Larry Fees, Diana Hillock, Tom Roohr, Bob Sawyer, Marcel Tabor, Barbara Vaughn

Visiting Parishioners: Paul Buonarosa, Jim Dellecker, BetteAnn Janes, Jane Murphy

Absent: Sally Mock

The meeting was called to order at 6:30 pm by Senior Warden, Larry Fees.

Opening Devotions

Larry Fees led the group through “In the Early Evening” Daily Devotion from the *Book of Common Prayer, 1979*.

Treasurer’s Report

David Beall thanked everyone for the opportunity to again serve on the Vestry as Treasurer. David reviewed the Balance Sheet from May 8th.

- Cash Accounts readily available are \$180,000 as of now. Last year the balance was \$171,000.
- Income Statement is ahead of the budget by \$9,000. We are now almost up to \$15,000 needed to get through the summer.
- Revenue and Expenses: The over budget number in Hospitality and Fellowship of \$568 was for the Bishop’s Reception. A new account will be made next year for unpaid receptions.
- Restricted Funds: The \$57,000 in endowment should not be there and will be corrected (possibly at year end).
- Every pledge has been reviewed. We are doing quite well.
- Maggie asked if there is enough in CWF fund account 3371 to pay for food. David stated that it is in a separate account totaling \$166.40 now after the Mother’s Day Luncheon.
- Audit Committee Report:
 - Bob Sawyer spoke about the Audit Report submitted by the Committee and the need for a complete inventory.
 - David took exception stating the inventory is too large. To be more manageable, it needs to be more generalized with photos taken and counts made of large pieces and valuable pieces. With a few number of people, the inventory could be done in one day. Bob did not disagree adding proof of ownership is what is needed and visual records would be appropriate.
 - BetteAnn Janes had spoken to Deacon Martha Goodwill at the Diocese who suggested it is important to have a list in case of a natural disaster but not to price out. Need replacement costs for expensive objects.
 - Silver has already been inventoried. Vestments should be itemized.
 - BetteAnn will run a report. Tom Roohr, serving as sexton, and David Beall will also work on this. It was noted to make an inventory list with no prices. Larry thanked Dave and BetteAnn.

Information

- Background checks are mostly complete.
- Vacation schedules were reviewed and corrected.

Approval of Minutes

The Vestry unanimously approved the Minutes of the Vestry Meeting dated May 8, 2018.

Discussions

- **Visitor Care:**
 - Bob Sawyer proposed a Welcome Center be created in the Good Shepherd Narthex. We are slowly but clearly reducing in size. Something must be done. No one disagreed.
 - Dave Beall stated the building construction in the Venice area is increasing. We need to change course and concentrate on getting first and second time visitors welcomed.
 - The first step is the creation of the Welcome Center, staffed by a single person or persons at both services. Handing out pamphlets, etc. and signing in new visitors with names and email addresses would be their main task. Bob Sawyer and Dave Beall described the proposed space including a rendering of the counter, sign, and pamphlet display and signage. Several professionally designed banners, including one to cover the closet door, would be added to brighten our entrance.
 - Bob requested the Welcome Center be approved as soon as possible. Timing is critical because the next Vestry meeting is not until September. Pam Clark asked about a funding estimate. Bob says he would want an approval not to exceed \$2,000.
 - Barbara Vaughn and Nancy Fees are looking into new pamphlets.
 - Larry Fees said the Vestry needed to authorize this expenditure and changes to the entrance.
 - The proposed Welcome Center was visually shown to Vestry members on a laptop and they viewed the location in the Narthex.
 - In response to a question about proceeding without getting feedback from Fr. Gary, Larry said this Center was discussed with Fr. Gary a little over one year ago. It was decided at that time not to pursue it. We now have a Visitor Care Commission in place to articulate visitor strategy, have more intentional follow up of visitors and a better chance of capturing important information. This plan is better and more comprehensive than what was discussed with Fr. Gary last year.
 - According to Dave, Father Gary was in favor of a Welcome Center then changed his mind when there were a few who opposed it.
 - Barbara Vaughn asked if Greeters would be impacted. Bob assured her that this would be a separate group and ongoing every Sunday.
 - A motion was made by Diana Hillock and seconded by Barbara Vaughn to approve the Welcome Center as proposed by the Visitor Care Commission in the Narthex of Good Shepherd Episcopal Church with the expenditure not to exceed \$2,000 for installation and provisions.
 - The motion passed by a vote of 8 to 1. Marcel Tabor cast the one No vote.
- **The Parking Lot Flooding Dilemma**
 - Cindy Esselburn, Junior Warden, addressed the problem of the flooding of the church parking lot during a recent tropical rainstorm causing cancellation of

Sunday church services on May 27th. Cindy called on Jim Dellecker to give us a clear understanding and history of the flooding problems. First, in 2013, an engineering firm was hired to do a topical survey of the entire property which is also permitted by Southwest Florida Water Management District (SWFWMD). They have documented history dating back to the 1992 pre-construction of the church. Over the years there were many attempts to fix the problem. Jim has copies of these reports. Jim has asked an excavator for his opinion and he visited other church properties on Center Road to see what they did. Every church had significant drains in their asphalt parking areas draining to culverts to a retention pit that drains to the Center Road storm sewers.

- Larry Fees stated the parking lot matters if we want our Church to grow, and added that several members attended St. Mark's when they heard we were closed the Sunday of the flooding.
- Barbara Vaughn asked if there could be a temporary solution of gravel. That was discussed as a possibility but only if it were a temporary solution that would not be in conflict with a broader, long-term plan.
- The next step could be one or more of the following:
 - Form a committee to work on this.
 - Hire an engineer first.
 - Form a long-term plan then a short-term plan.
 - Storm drains are the problem and are needed. We have no choice.
- Cindy proposed to pursue acquiring an engineer and working with a committee on long-term and short-term solutions to the drainage problem. On behalf of the Vestry, Cindy thanked Jim Dellecker for his research.

Commission Reports

The reports were submitted and reviewed by Vestry members prior to the meeting.

The meeting was concluded with the reading of "At the Close of Day" Daily Devotion from the *Book of Common Prayer, 1979*.

Tom Roohr moved to adjourn the meeting. Seconded by Barbara Vaughn. The meeting was adjourned at 8:14 pm.

Respectively submitted,

By Jane Murphy, substituting for Sally Mock, Clerk of the Vestry

Next Vestry Meeting: September 11, 2018 at 6:30 pm