

Vestry Organizational Meeting (Diocesan Canon VII, §4.g.)
And Regular Meeting
February 12, 2020

Present: Becky Robbins-Penniman, Deacon Cindy Roehl, Phil Beachamp, Dan Depies, Cheryl Sharpe, Diane Niford, London Bates, Iris Brookins, John Russotto, Judy Warner, Robyn Harker, Pat Cates, clerk

Absent: None

I. Pre-meeting

A. Post-Vestry Dinner: Who's in?

B. Group Photo

- A group photograph was taken by Dawn Gordon in Pastor Becky's office.

C. Sign-up Sheets—New Vestry members please fill out as you enter

- Appreciative Inquiry Interview Schedule
- Vestry Devotion Schedule

II. Call to Order

- The meeting was called to order at 6:35PM

III. Opening Prayer

- The opening prayer was given by Diane Niford

IV. Self-Introduction of Vestry Members and Officers

- One word or phrase that describe your hope for the Vestry and/or the parish this coming year.
- Through mutual invitation each member was asked to identify themselves and state their hope for the Vestry and/or the parish for 2020.

V. Selection of Officers and Wardens

A. Appointments of Vestry Clerk and Treasurer

- A motion was made by Cheryl Sharpe to appoint Joe Nixon as Treasurer of Good Shepherd and Pat Cates as Clerk of the Vestry.
- Motion was seconded by Dan Depies.
- Joe Nixon was approved as Treasurer of Good Shepherd.
- Pat Cates was approved as Clerk of the Vestry

B. Announcement of Senior Warden and allocation of seats between 3 seats of 3 years and 1 seat of 1 year.

- Pastor Becky announced that the Senior Warden will be Phil Beauchamp.
- Judy Warner, London Bates and Dan Depies will serve three year terms on the Vestry.

- Iris Brookins will complete Bill Blizzard's unexpired one year term.

C. Election of Junior Warden

- Phil Beauchamp nominated Dan Depies as the Junior Warden.
- The nomination was seconded by Robyn Harker.
- Approved.

D. Appointment of one Delegate and one Alternate to Convention

- Mary Ratliff and Cheryl Sharpe volunteered to fulfil these two vacancies.
- John Russotto moved to elect Mary Ratliff as the Convention Delegate and Cheryl Sharpe as the Alternate.
- Seconded by Judy Warner.
- Approved.

VI. 2020 Vestry Covenant—Review, approve and sign

- Pastor Becky stressed the importance of the Vestry Covenant.
- The Covenant was read aloud by the members.
- A motion to approve the Covenant was made by Cheryl Sharpe and seconded by Diane Niford.
- Approved.
- The members signed the Vestry Covenant.

VII. Set Vestry Meeting Schedule for Year

A. Regular Monthly Meetings—Day and Time

- Keep on Fourth Wednesday?
- Keep at 6:30PM?
- It was consensus to leave the meetings on the fourth Wednesday at 6:30PM.

B. Holiday Months

- May 27, 2020: Move to May 20?
- November 25, 2020: Move to November 18?
- December 23, 2020: Move to December 9?
- These dates were approved by consensus.

C. Annual Meeting—February 14th?

- It was consensus to hold the 2021 Annual Meeting on February 14th.

VIII. Vestry Initiation

A. Sanctuary access and alarm system

B. Wheelchair lift—key access and operation

C. Instructions

- Each member was given a church master key and instructions to get into the Sanctuary.
- Access is through the Sacristy Door in order to deactivate the alarm quickly.
- Pastor Becky gave the alarm codes including the recovery code.
- The code to get the elevator key is the same as the alarm code.
- The members went downstairs to practice using the codes.

IX. Information

A. Mark Your Calendars

- **February 16: “Shining Our Light” Stewardship Ingathering**
- **February 16: Commissioning of Leaders @ your usual service**
- **February 21:** Parish Game Night at 6:30PM
- **February 26:** Ash Wednesday
- **February 28:** Community Dinner at Masjid Al-Salaam
- **March 8:** Endowment Board “Last Things First” Workshop
- **March 13 & 14: Vestry Retreat**
- **March 29: 5th Sunday Vestry Coffee Hour & New Member Colloquium**
- **April 12:** Easter
- **April 19: New Member Social from 4PM to 6PM**

X. Decision

A. Consent Items

- January 22, 2020 Regular Meeting minutes—approve
- A motion to approve the minutes was made by Diane Niford and seconded by Cheryl Sharpe
- Approved

B. Investment of Reserve Funds—Bank of the Ozarks CD—approve

- Handout #1
- Joe Nixon reported through his Treasurer’s Report that Jim Ratliff was unable to invest the \$50K from last year’s Endowment draw in a Schwab Account as they required a minimum deposit of \$250K.
- Joe recommends that the money be invested in an 8 month CD from Bank OZK which will draw 2% interest.
- Phil Beauchamp moved to authorize Joe to open the 8 month CD with Bank OZK on behalf of the parish.
- Seconded by Robyn Harker.
- Approved.

C. Church Insurance “Alacrity Program”—approve

- Pastor Becky gave background about this program for the new members.
- Cal Ringquist was asked to review the program and make a recommendation.
- He recommended the program and urged Good Shepherd to enroll.
- Pastor Becky reported that the 3% premium reduction is only for this year, and there is the possibility that the insurance premium could increase if the parish is not member.
- Cheryl Sharpe moved to join the “Alacrity Program” and get the 3% reduction.
- Seconded by John Russotto.
- Approved.

D. Parochial Report—TEC Data

- Vestry Resolution on Bylaws—approve
- Vestry Resolution on Safeguarding God’s People Policies—approve
- Vestry Policy on the Good Shepherd Memorial Garden—approve
- Sign Annual Certificate Pages (2)
- Handout #3 “Annual Certificate 2020”
- For the Parochial Report there are several new items that are required for this year:
 - Articles of Incorporation and Bylaws.
 - Lease and Facility Use Agreements
 - Cemetery and Memorial Policy
 - Safeguarding God’s People
 - Pastor Becky pointed out that the parish will need to have bylaws.
 - Bylaws must be adopted at a congregational meeting, and the next one is not scheduled until February 14, 2021 although a meeting could be called.
 - Pastor Becky proposed that three resolutions be submitted to the Diocese while the parish works to complete the appropriate documents.
- Handout #4 which contains three resolutions
- Pastor Becky read the three resolutions as shown on the handout
- Phil Beauchamp moved to approve the three resolutions which was seconded by Judy Warner
- Approved
- Concerning the Memorial Garden there has been a concern expressed by a member who has a relative interred there and Pastor Becky presented the “Good Shepherd Memorial Garden Internment Policy” Handout #5.
- She read through the policy and noted a correction in Item #7. The words “Purchaser or Designee” should be changed to “Patron”.
- Robyn Harker moved for approval of the policy as amended.
- Seconded by Diane Niford
- Approved
- Pastor Becky will send out the completed Parochial Report for the Vestry’s approval; after which the documents will need to be signed by the appropriate persons.
- The report is due March 1, 2020.

XI. Discussion

A. FAST Involvement—Letter from M. Benitez-Nixon and Nancy Downs

- Handout #6 Letter dated January 30, 2020
- In response to this letter concerning the status of FAST it was placed on the Discussion Agenda.

- Pastor Becky gave background information on FAST and read portions of the June and July Vestry minutes.
- She stated that the idea of FAST is for civic religious leaders to work with elected officials on setting priorities that matter to the faith community and to work with them on mutually agreeable solutions.
- There was a lengthy discussion on FAST with a number of topics and questions discussed.
- It was consensus that Miriam Benitez-Nixon and Nancy Downs should be allowed to plan some type of presentation to either be presented in worship or after worship in Kirk Hall.
- Pastor Becky will meet with Kathy Walter (St. John's, Clearwater) to get information on models for a FAST Sunday.

B. Mission & Ministry Directory

- Review to add or delete entries
- New Vestry Liaisons for each Ministry
- Liaisons need to contact Ministry Leader to update 2020 listing.
- The following changes will be made to the Mission & Ministry Directory:
- Page 1: Cheryl Sharpe will be the Vestry Liaison for "Food and Clothing:
- Page 2: London Bates will be the liaison for "Loving our Neighbor"
- Page 3: Sheila Scott will be the contact for Migrant Workers.
- Page 5: John Russotto will continue with Exalt.
- Page 9: Stewardship Team will move to page 16.
- Page 14: Iris Brookins will be the liaison for "Communications".
- Page 15: Judy Warner will be the liaison for "Finance and Administration".
- Page 15: Butch Niford will be the Contact for Building & Grounds Team.
- Page 16: The Finance Team contact person will be Evelyn Slama.
- Each Vestry Liaison will contact their teams and report any changes to Dawn Gordon.

XII. Planning

A. Transition Team Update

- Diane Niford moved to go into Executive Session
- Seconded by Robyn Harker
- Approved.
- The Vestry went into Executive Session
- Cheryl Sharpe moved to go out of Executive Session and resume the printed agenda.
- Seconded by Diane Niford
- Following Executive Session the Vestry affirmed the work that the Transition Team has done since the Vestry Retreat of 2018. Each

member was asked to decide on which of the four subcommittees they would be willing to serve.

- This information should be given to Cheryl Sharpe by next Wednesday.
- It was consensus that at least one Vestry member should be on each subcommittee.
- The Vestry reviewed the search process as defined by the Diocese of Southwest Florida so that all endeavors are in accordance with these search procedures.

B. Vestry Voices & Vibes Schedule—March article by Vestry Member

- Judy Warner will write the article for the March issue and Robyn Harker will write the article for the April issue.

C. Vestry Retreat

- Social evening Friday, March 13: where?
- Topics and focus: Transition and Contingency Plans
- Diane Niford will host the Friday social.
- Spouses and partners are welcome to attend the Friday social.
- The Saturday portion of the Retreat will be held at the church.
- Becky will talk further with Margaret Pensel concerning the rest of the agenda.

XIII. Closing Devotion

- The Closing Devotion was made by Diane Niford.

XIV. Adjournment

- The meeting was adjourned at 8:51PM.

Respectfully Submitted,

C. Pat Cates
Vestry Clerk

