

**The Church of the Good Shepherd, Dunedin, Florida**  
**Minutes of the Vestry Meeting January 26, 2022**  
**5:30PM**  
**Zoom**

**Our Mission and Vision**

**We will**

- Aspire to live in a world where all creation thrives in God's love,
- Seek to become who God created us to be by worshipping joyfully, respecting all, sharing generously and nurturing every spirit.

**Rector: The Rev. Whitney Burton**

**Senior. Warden: Phil Beauchamp**

**Junior Warden: Dan Depies**

**Deacon: Cindy Roehl**

**Treasurer: Joe Nixon**

**Clerk: C. Pat Cates**

**Class of 2022**

Phil Beauchamp

Robyn Harker

Tammi Wrest

**Class of 2023**

Dan Depies

London Bates

Judy Warner

**Class of 2024**

Robin Megel

Caroline Maisel

Rhiannon Sharpe

Absent: Rhiannon Sharpe

Guests: None

**I. Call to Order**

- The meeting was opened by Rev. Whitney Burton at 6:31PM.

**II. Opening Devotions**

- The Opening Devotion was given by Deacon Cindy Roehl

**III. Information**

**A. Financial Report**

- Robin Megel reported that there will be \$23K in operating cash at the end of February.
- Expenses are approximately \$30K per month.
- Robin reported that it may be time to secure additional cash either from the Endowment Fund or the Operating Reserves.
- There is approximately \$66K in the Operating Reserves.
- There was a brief discussion, and the consensus of the members was to re-visit this issue at the Organizational Meeting on February 13<sup>th</sup>.

- Based upon the recommendation of Joe Nixon, Robin Megel will be nominated for Treasurer at the Organizational Meeting.
- Robin asked for feedback from the members on the various financial reports that she will generate. She noted that future Restricted Fund reports will show monthly activity.
- There was a brief discussion concerning the next Vestry Meeting date, and it was consensus to make this decision at the Organizational Meeting.
- There was also a brief discussion on the leadership for the Parking Lot Team. Joe Nixon will no longer be leading this group.

#### **B. Vestry Liaison Report**

- Judy Warner reported on the Empower Team for Organization: Finance and Administration.
- Building and Grounds: Dan Depies and Cheryl Sharpe are actively involved and minutes of the meetings will be given to Vestry members.
- Electronic Communication: Carey Cherivtch is the coordinator for Realm, the parish website and social media platforms.
- Publications: Porcia Gawel is the coordinator for digital and hardcopy communications.
- Counters: Teams of Counters rotate every other Monday. They are responsible for counting the monies of the parish and depositing these in the bank.
- Emergency Management Team: Pat Cates meets annually with the team and implements the Emergency Plan as needed.
- Finance Team: Andrea Zahn is coordinating the team to oversee the budget, conduct yearly audits and make financial recommendations to the Vestry.
- Personnel Team: Under the leadership of Judy Warner, the team has recently hired a parish administrator and an organist/choirmaster.
- Stewardship Team: Judy Warner and her team met recently to evaluate the efforts of the recent Stewardship Campaign. This very successful campaign resulted in 93 pledges of approximately \$250K.

#### **C. Rector's Report**

- Rev. Whitney reported that the most recent report has been emailed to the Vestry.
- There was one correction noted in that the offering collection by passing the plates will begin on February 13, 2022.

### **IV. Decision**

#### **A. Consent Items**

- December Regular Meeting minutes—approve
- There were three corrections proposed.

- Under III. B. Vestry Liaison Report, 8<sup>th</sup> bullet the Kneen's name was misspelled and will be corrected.
- Under III. D. Rector's Report, 5<sup>th</sup> bullet, remove the word "pseudo" and replace with more appropriate language.
- Under V. A. Property, 5<sup>th</sup> bullet, change "removable" to "removal"
- Judy Warner made a motion to approve the minutes as edited with Tammi Wrest offering the second.
- Approved.

## **V. Discussion**

### **A. Large Gift**

- Rev. Whitney reported that a gift of \$30K was given to the Church of the Good Shepherd.
- This gift may be used at the discretion of Rev. Whitney and the Vestry.
- The gift has temporarily been placed in the Vestry Designated Fund.
- Rev. Whitney proposed that part of the gift be used to repair the lift.
- When this item was last discussed the estimated repairs were between \$6K and \$8K
- A lengthy discussion on the lift followed.
- The issue of an indoor vs outdoor lift was discussed.
- Buildings and Grounds is not considering the installation of an outdoor lift. Estimates for an outdoor lift could run as high as \$50K.
- It was also pointed out that an outdoor lift is essentially an indoor lift which has an enclosure built around it.
- There is also no place on the campus to install an indoor lift.
- Dan Depies pointed out that water damage has contributed to the problems of the lift and that the roof line of the building has made it impractical to install a shield over the equipment.
- Dan reported that gutters have been placed on the roof to prevent water from entering the lift. In addition, the unit has been thoroughly sealed against any rain water that may not be removed via the gutters.
- The issue of maintenance was also discussed.
- Dan reported that the current maintenance agreement was cancelled because the parish was notified by the supplier that the repairs needed for the unit were not covered by the agreement.
- It was consensus that once the elevator has been repaired it should be maintained on a regular basis.
- The cost of repairs was also discussed. When the issue was first addressed the estimated cost for repairs was between \$6K and \$8K, but these numbers could rise, possibly as high as \$10K.
- The Vestry was also in agreement that the parish needs the lift but is concerned that repairs to the unit may be ongoing.

- The following will be researched and the findings presented at a future meeting: Estimates for repairs, cost to replace the unit and required maintenance.
- It was consensus to proceed with the repairs and to use a portion of the \$30K gift.

#### **B. Personnel**

- Rev. Whitney proposed that the Vestry go into Executive Session to discuss a Personnel matter.
- Robyn Harker moved to go into Executive Session which was seconded by London Bates.
- Approved, and the Vestry went into Executive Session
- Robin Megel made a motion to go out of Executive Session and resume the regular meeting. Second by Caroline Maisel.
- Approved

#### **C. Coffee Hour**

- It has been requested that the Vestry continue to sponsor the 5<sup>th</sup> Sunday Coffee Hour.
- The next 5<sup>th</sup> Sunday will be on January 30<sup>th</sup>.
- Robyn Harker explained the guidelines for the coffee hour in regards to refreshments and Vestry participation.
- After a brief discussion several members agreed to help with the coffee hour on January 30<sup>th</sup>.
- Rev. Whitney asked for a person to volunteer to coordinate the 5<sup>th</sup> Sunday Coffee Hours.
- Robyn Harker agreed to be the point person.

#### **D. Annual Meeting**

- Elections, Program, Food
- Vestry Meeting Following—Wardens for 2022
- Rev. Whitney reported that there are three persons running for the three Vestry positions of the Class of 2025.
- They are Robyn Harker, Phil Beauchamp and Mary Ratliff.
- There are two persons running for the Endowment Board trustees: Andrea Zahn and Mark Wigmore
- Candidates for the Diocesan Convention are Robyn Harker, Mary Ratliff and Cheryl Sharpe. The Vestry can appoint the Alternate Delegate.
- Biographies of these candidates will be published on Friday.
- Since there are no contested races, the votes will be by acclamation.
- The Vestry Meeting after the Annual Meeting will hear the recommendation for Senior Warden and vote for the Junior Warden.
- The Treasurer and Clerk will also be elected at this meeting.
- There was a lengthy discussion on the Junior Warden election.

- Dan Depies has offered to be nominated as Junior Warden, but he has already served three one-year terms and is ineligible under the parish bylaws.
- In order for Dan to run for Junior Warden there would have to be a change in the parish bylaws which would require a vote from those attending the Annual Meeting.
- It was consensus to let the current bylaws stand as written.
- Recognitions of individuals who have served will include retiring Vestry members, Endowment Board trustees and Joe Nixon, Treasurer.
- There was a brief discussion pertaining to a gift certificate for Joe Nixon.
- London Bates made a motion to award Joe Nixon a \$200 gift card. The second was offered by Robin Megel.
- Approved.
- Judy Warner will obtain the gift certificate.

#### **E. Covid Protocols**

- Currently there are no plans to change the Covid Protocols in place.

#### **F. Peace Pole**

- Robyn Harker reported that an 8' aluminum pole with four sides will be dedicated to Becky Robbins-Penniman for her work in starting the Walk of Faith.
- The Peace Pole will be funded independently of the church.
- Two possible inscriptions will be placed on the pole: "May Peace Prevail on Earth" or "May Peace be in Our Homes and in Our Community".
- The inscription will be written in eight languages.
- Robyn encouraged the Vestry to give input on the languages.
- It was recommended that the inscription be placed on the pole in braille. Robyn will look into this request.
- The Peace Pole will be in front of the Education Building on Edgewater Avenue.

#### **G. Property**

- There was a brief discussion on the permitting of the carport for the Rectory.
- It was consensus to let Building and Grounds research this issue and give their recommendation to the Vestry at a later time.

### **VI. Planning**

#### **A. Vestry Retreat Dates: March 4<sup>th</sup> and 5<sup>th</sup>**

- There was a brief discussion of the upcoming Vestry Retreat in regards to holding this meeting under the current mask requirements.
- The options are to hold the retreat on March 4/5 with masks or postpone to a later date when masks would possibly not be required.
- It was consensus to firm up the retreat dates at the Vestry Organizational Meeting to be held on February 13<sup>th</sup>.

**B. Anti-Racism Training:** Required of Vestry by the Diocese

- Rev. Whitney gave the three Zoom options for this meeting.
- The leadership of the parish, (Lay, Clergy and Staff) are required to complete the training.
- It is not a requirement that the Vestry members take the training at the same time.
- Rev. Whitney will send out the three date options for the training.

**VII. Announcements**

- Dan Depies informed the Vestry that the homeowners next to Peace Park have offered to buy the tract of land behind their house.
- Dan recommends that the Vestry vote “no” to their offer.
- Approved by consensus.

**VIII. Closing Devotions**

- The Closing Devotion was given by Deacon Cindy Roehl.

**IX. Adjournment**

- The meeting was adjourned by Rev. Whitney at 7:34PM

Respectfully submitted,

C. Pat Cates  
Clerk