

The December 8, 2020 vestry meeting of Emmanuel Episcopal Church was called to order via Zoom with reflection and prayer at 5:36 p.m.

Members present: Lark Adams, Charlie Christ, Pierce Elliott, Jo Anne Hairston, Scott Lamie, Ed Powers, Candy Snodgrass, and Dave Zochowski. Staff members: Kristie McElheny, and Adriel Slaughter.

Members absent: Megan Clark, Janet Jayne, Daniel Shew, and Cher Young

The minutes from the November 10,, 2020 meeting were unanimously approved.

Senior Warden's report – Candy Snodgrass

- Via text message to the Parish Administrator, Michael Webb submitted his resignation as Treasurer. Motion made by Dave Zochowski to accept Michael's resignation and appoint Daniel Shew to replace him as Treasurer. Motion seconded by Charlie Christ. Motion passed unanimously. A screen shot of Michael Webb's resignation will be attached to the minutes.
- Fr. Joe is ill and unable to attend. On his behalf, the senior warden presented Fr. Joe's continuing education report for 2020.
- Our plan to extend current vestry members terms by one year was rejected by the diocese. Therefore, we will have to plan a parish meeting that will take place in January. Several potential dates were discussed as well as proper voting procedures.
- Given the current rise in COVID 19 cases in our area, an in person vestry retreat was not prudent in December. Several dates were discussed for a Saturday retreat in January 2021 with the potential to have it in person. This would happen in the Parish Hall with each vestry member having their own table and be spaced at least six feet apart.
- Each vestry member present voiced their opinions regarding in person individual or family appointments for Communion and visiting the church on Christmas Eve. The general consensus was not to have people in the church for Christmas Eve services to protect the health of both parishioners and Fr. Joe.
- The diocese has requested that our Voluntary Proportionate Giving (VPG) be submitted by December 15. Without a finalized 2021 budget and the uncertainty of COVID, the vestry decided to reduce the amount of our VPG. Motion made by Charlie Christ to reduce the 2021 VPG to \$26,389. Motion seconded by Dave Zochowski. Motion passed unanimously.

Junior Warden's Report – Dave Zochowski

- Master Services has supplied a quote of \$13,214.70 to repair the water damage and install new flooring to the undercoft. Once the repairs are completed they are guaranteed for lifetime. Master Services requires a 30% deposit prior to starting work. An estimated date of completion is unknown. Motion made by JoAnne Hairston to accept the quote from Master Services and proceed with the work. Motion seconded by Charlie Christ. Motion passed unanimously.
- The Christ the King Chapel has sustained water damage to the ceiling and outside walls. Master Services is unable to provide repairs as it is all above grade. A report of the progress on these repairs will be presented at the next vestry meeting.

Treasurer's Report – Michael Webb, no report.

Secretary's Report – Lark Adams, no report.

Parish Administrator – Kristie Faylor

- Due to the transition to Quickbooks from ACS with Southeastern Tax, accounts payable has not yet been completely loaded for the month of November in either system. Per conversations with Fr. Joe, SE Tax was going to complete 2020 with ACS while duplicating everything into Quickbooks to begin 2021. Once both systems are fully updated, November expenditures will be submitted to the vestry.
- An account total for all receipts for November 2020 was provided to the vestry and is attached to the minutes.

Director of Formation Ministries –Adriel Slaughter

- Meetings via Zoom on Sunday: 9:45 a.m Catechesis of the Good Shepard, 2:00 p.m. Youth.
- Advent boxes were distributed last week – each included a couple of cards, treats, candles, and an advent wreath form.
- Adriel is participating in Allyship anti-racism training via Service Never Sleeps. The goal of this training is to strengthen our understanding and witness to racial justice, and is a key component in our diocese's anti-racism training.
- Sign up Genius set up and ready to send out if to parishioners we do decide to go forward with the Christmas Eve open house.

Old Business – None.

New Business

Additional Information

- Fr. Joe was ill and unable to attend the meeting.
- Kristie McElheny left the meeting early to attend mass.
- Adriel Slaughter took minutes after Kristie McElheny left the meeting until she was asked to leave the meeting at 6:19 p.m.

With no further business the meeting adjourned at 6:25 p.m.