

St. Paul's Episcopal Church
Vestry Meeting Minutes
October 15, 2023

Vestry Present: Clare Childs, James Little, Bill Murdoch, Alan Ragsdale, Becky Schamore, Susan Stevenson, Suzanne Young.

Vestry Absent: Penny Bailey, Pam Griffin, Joe Ley, Katelyn Printz.

Others Attending: Johnny Tuttle (Rector).

A regular meeting of St. Paul's Vestry was held October 15, 2023 and called to order at 11:45 a.m. by Johnny Tuttle, Rector. Susan Stevenson began the meeting with a formation discussion.

I. Consent Agenda

The consent agenda consisted of the September financial statements, the September 17 minutes, and the Junior Warden report. Johnny Tuttle noted that Kathy is sending out statements or pledge updates, that he will be sending out a quarterly financial report, and that a draft budget is being prepared for the Stewardship campaign. Bill Murdoch noted that the building budget would be exceeded due to several projects that must be addressed, including 3 anti-siphon valves that did not pass City of Kingsport inspection, the Annex porch needs to be replaced, gutter cleaning, offset some by savings of \$40 per month on the water bill due to removing the old house at 147 Ravine which has been torn down. The consent agenda was approved on a motion by Alan Ragsdale, duly seconded, and unanimously approved.

II. Information

Johnny Tuttle noted the following:

1. All Saints Sunday is November 5.
2. The church will host a low country boil on Wednesday November 1 and local firefighters and police have been invited.
3. The community Thanksgiving service will be at St. Paul's this year on Sunday November 19 at 5:00 p.m. Pies will be ordered for the after-service reception.
4. The St. Timothy's decommissioning service will be November 25, with the Bishop present.
5. The St. Michael's "soft launch" will be Sunday November 26, also with the Bishop present.
6. There will be a Confirmation service on Thursday January 25 with the Bishop present.
7. The budget is being worked on and it will include Bill's estimates on necessary maintenance.

8. We do not yet know if the requested grant from the Diocese for the HVAC replacement project has been approved. The COVID related grant will not be received until 2024.
9. The new process of Food Pantry participants shopping for their food is being very well received.
10. Those rotating off Vestry are Joe Ley, James Little, Bill Murdoch and Alan Ragsdale. Johnny asked for assistance in recruiting candidates to fill the slots on the Vestry.

III. Discussion

Johnny Tuttle introduced discussion of the following:

1. Johnny has communicated with other churches as to how they handle Sexton duties, as noted below. Alan Ragsdale volunteered to help compile a list of the Sexton's current duties.
 - a) Contracted service (every two weeks) and hire part time Sexton (10 hours per week) to fill in during other times.
 - b) Hire Sexton on staff.
 - c) Multiple persons on staff who perform Sexton duties.
 - d) Contracted service to clean regularly, but not to move furniture, etc. On call person for events such as funerals, etc.
2. Considering how to frame the stewardship letter for 2024, which will include Food Pantry needs, building maintenance costs, parish life activities and parish growth.
3. Day School Safety Project (see email information from Todd Dougan). Melanie Beach has a contact who is asking the State Fire Marshal Office if an architect is required. The State grant is approximately \$6,000 but the architect fee is also approximately \$6,000. If the architectural services are required, the remainder of the Child Stabilization Grant will fund the Safety Project needs.
4. The calculated Diocesan pledge for 2024 is approximately \$54,000 (calculated based on prior 3 years information). A motion to pay this amount was approved on a motion by Bill Murdoch, duly seconded, and unanimously approved.
5. The November Vestry meeting is currently scheduled for November 19, which is also the last day of the Bazaar and the community Thanksgiving service, so it will likely be rescheduled to another date.

IV. Dismissal

The meeting was adjourned with prayer at 1:15 p.m.

Respectfully submitted, Todd Dougan, Vestry Clerk, on behalf of Susan Stevenson