

MINUTES OF THE MEETING OF THE VESTRY OF THE EPISCOPAL CHURCH OF THE ASCENSION

August 13, 2019

A meeting of the Vestry of the Episcopal Church of the Ascension of Knoxville, Tennessee, of the Protestant Episcopal Church (the "Church") was held in Room 209 of the Church, 800 S. Northshore Drive, Knoxville Tennessee, on Tuesday, August, 2019. Present in person were Interim Rector Rev. Pat Wingo; Senior Warden Marilyn Roddy; Junior Warden Dave Irvin, Jr.; Jim Alexander; Chuck Burton; Laura Johnston; Tom Morgan; Marnie Page; Sylvia Peters; Amanda Rowcliffe; Pat Rutenberg; Bob Sowell; Muffet Testerman-Buckner; Brian Wanamaker; and Allen Willoughby, constituting a quorum. Absent but duly notified was Allie Brown. Present by invitation was Rev. Christopher Hogan, Assistant Rector. Also present was Mary Rayson. Although the meeting was open to all members of the Church, no other members attended.

Father Pat chaired the meeting, and Brian Wanamaker served as Clerk.

Father Pat called the meeting to order at approximately 6:30 p.m. He began the meeting with a devotional regarding resentment and forgiveness. Following the devotional, Father Pat led the Vestry in prayer.

Father Pat then recommended approval of the minutes from the Vestry's June meeting, which were provided to the Vestry in advance of the meeting. Upon motion made, seconded, and unanimously carried, the minutes of the June 11, 2019, meeting were approved as submitted.

Next, at Father Pat's request, Amanda Rowcliffe provided the Outreach Commission report. She began by distributing a document containing the month's updates regarding various outreach projects (attached hereto as Exhibit A). A cumulative report for the year was provided to the Vestry in advance of the meeting (and is attached hereto as Exhibit B). Among other items, Amanda updated the Vestry on the Family Promise activities in the Church. She noted that Mary LeMense will be speaking during the services on August 18, which has been designated as Family Promise Sunday. Amanda also commended Ann O'Connor for her years of service as Ascension's Family Promise coordinator, and Amanda advised that Ann will be recognized at the Sunday service. In addition, Father Pat advised the Vestry, without objection, that the proceeds from the offering plate are to be donated to Family Promise.

Amanda and Marnie Page also provided an update regarding Justice Knox. After that update, Father Pat expressed his support for Justice Knox. He explained, however, that circumstances – specifically limitations due to his interim status, time constraints, and Justice Knox's requirements of Rectors and other church leaders –

require that Ascension take a limited role in Justice Knox in the coming months. Father Pat relayed that, within those constraints, he will support Justice Knox.

Amanda updated the Vestry regarding the Newcomer's Ministry. She advised that Karen McKinney has done excellent work improving communication with newcomers, developing newcomer protocols for ushers and greeters, and organizing events. The next Newcomer's Ministry event will be at the Church on October 20 at 5:30 p.m., and childcare will be available. Vestry members are encouraged to attend.

Amanda and Marnie provided other updates from the Outreach Commission, which are reflected in Exhibits A and B.

Following Amanda and Marnie's updates, Allen Willoughby advised the Vestry about work done by parishioners on behalf of FISH Pantry. He explained that parishioners have attended community meetings, such as Rotary meetings, to talk about FISH Pantry and educate their members about the gift card program and structured giving. Father Pat also advised the Vestry that the update in Exhibits A and B incorrectly indicated that the Peanut Butter Sunday event raised \$1,200 for FISH Pantry; the actual amount raised was \$10,000.

Both Amanda and Father Pat also noted that the Church is engaged in the "Rise Against Hunger" program. Father Pat explained that this program is meant to be a compliment to the FISH ministries. Amanda noted that she and Marnie Page are coordinating with parishioners regarding World Ministry opportunities. Finally, Amanda explained that the Great Commission Commission has changed its name to the Newcomers' Commission. She also noted that Anna Fraser has been instrumental with this work.

Next, at Father Pat's request, Pat Rutenberg provided the Inreach Commission Report, referring to materials provided to the Vestry in advance of the meeting and attached hereto as Exhibit C. Among other updates, Pat advised that GiGi Logan has hired Emma Mitchell to serve as the Youth Ministry Assistant for middle school and that Dakota Bradley will be a volunteer assistant for the Youth Ministry.

Thereafter, Father Pat began the Temporal Commission Report. At his request, Muffet Testerman-Buckner provided the monthly financial report, referring to materials provided to the Vestry in advance of the meeting and attached hereto as Exhibit D. Muffet advised that the Church finished July \$1,677 better than expected on pledges and \$679 over budget on expenses. Year-to-date, the Church is approximately \$17,000 better than expected on pledges and \$14,500 better than expected on expenses. In addition, Muffet advised that the endowment's second quarter statement showed a balance increase of approximately \$11,700 despite distributing approximately \$39,000 for grants during the period. At the end of Muffet's update, Father Pat explained that the Church continues to receive new pledges and that others have sustained increased giving after his budget letter to the

parish earlier this year. He also noted that he believes that, while there is some normal summer fluctuation, attendance at the services has increased. Father Pat specifically noted that approximately 380 attended during the previous weekend, which included a very well attended Blessing of the Backpacks.

Father Pat then advised the Vestry that Parish Administrator Linda Hawley's health continues to improve and she is absent from the meeting on a long-awaited vacation.

Next, Dave Irvin provided the Junior Warden's report, including an update from the Building and Grounds Committee (Father Pat advised that the Finance Committee report noted on the agenda was an error).

Dave's report focused on the progress of, and timing for, the roof repairs. He explained that the Building and Grounds Committee had met several times with Sid Hankins, a consultant specializing in roofs. The committee anticipates having specifications for the repair work by the end of August, at which time it will distribute the specifications to contractors to bid. Only those invited are allowed to bid, and only those the committee and Mr. Hankins agree are slate roof experts will be invited. Bidders will be given approximately 2.5 weeks to prepare their bids. The committee and consultant will then review the bids. It anticipates selecting a contractor by the end of September. The targeted start date is October 1. Dave advised that the typical timeline to complete this work is 90 days. Because of the possibility of weather delays and delays for the holidays, the committee is allotting 120 days for the project. It anticipates completion by the end of January or beginning of February 2020. Dave advised that the committee will seek to include in the contract more stringent terms in order to ensure timely and high-quality work. In addition, the project will include detailing for the roof, such as vents, insulation, gutters, and downspouts. Dave explained that the work will likely result in some debris falling in the sanctuary. The committee is working with Jim Garvey to protect the organs and to make allowances for events the Church hosts.

During Dave's report, the Vestry asked questions and engaged in discussion. After his report regarding the roof, the Vestry expressed its appreciation for his, and the committee's service and attention to the project.

Dave then noted that the Church Workday will be held on September 21. The Building and Grounds committee is developing a list of projects to be completed and is also looking for volunteers for the day.

Next, Dave presented a motion for the Vestry from the Building and Grounds Committee to approve an irrigation project on the Agnus Street side of the Church. Dave and Laura Johnston explained the motion and the bases therefor, advising that volunteers currently water the vegetation on the island between the parking lot and the street by hand. The project would install an irrigation system, including a water meter. During the presentation, the Vestry asked questions and engaged in

discussion. As part of the discussion Marilyn noted that Amanda Busby, the Chair of the Endowment Committee, had conveyed a request from Karen McKinney for funds to support new signage and improved landscaping. The Vestry also discussed communicating to the parish the need for more volunteers to water the vegetation. Thereafter, on motion from the Building and Grounds Committee, the Vestry unanimously voted to not approve the requested irrigation system. The Vestry noted, however, that there is consensus among the members to look for ways to address the issue in conjunction with other projects.

Next, at Father Pat's request, Marilyn began a discussion regarding a possible capital campaign. She noted that a campaign would be an opportunity for the Church to tell its story about its past and future. She also noted that some individuals have expressed interest in assisting with the campaign. Marilyn then opened the floor for comments. The Vestry asked questions and engaged in discussion. At the conclusion of the discussion, the Vestry agreed to gather more information and continue the discussion at the next meeting.

Thereafter, Father Pat gave the Rector's report. He began by noting that he and Mary LeMense met with a Stewardship Advisory Group (several individuals who would be willing to assist this year's stewardship drive). He noted that, while there is interest in assisting the drive, they have not identified an individual to lead this year's campaign. He asked the Vestry to consider individuals for that role. He also explained that the campaign is set to begin around the same time as the parish meeting. Father Pat asked the Vestry members to prayerfully consider their own pledges and, if possible, submit them by the end of September.

Father Pat then updated the Vestry on staff changes. He reminded the Vestry that Facilities Manager Byron Proaps will be retiring after 35 years of dedicated service on August 15. There will be a reception to honor Byron following the 10:00 service on August 25. Father Pat advised that he and Linda Hawley have been working on a plan to address the new vacancy. In lieu of hiring a full replacement for Byron, Father Pat is considering hiring a third sexton. Father Pat explained that this option would result in the Church having two full-time sextons and one part-time (night) sexton. This option would also enable the Church to give Linda Hawley a raise in recognition of her taking additional responsibilities that previously belonged to Byron. Father Pat estimates that this option would create net-savings for the budget. During Father Pat's presentation, the Vestry asked questions and engaged in discussion.

Next, Father Pat reminded the Vestry that the Director of Family Ministries, Megan Alden, has notified the Church that she will resign to return to school to become a teacher. In addition, Father Pat advised the Vestry that Megan's assistant, Rebekah Wright, notified the Church on Friday, August 9, that she will be resigning as well. Father Pat noted that Megan has prepared schedules and a curriculum for the fall. He also noted that he will be holding a meeting for Family Ministries volunteers on Sunday, August 18, at 9:00 a.m., to discuss these departures and the fall schedule.

Father Pat explained that one of Rebekah's roles was to coordinate the nursery workers. His priority, therefore, has been to identify someone to fill that position and to manage Family Ministry events and volunteers. He proposed hiring Rachel Thomas, a parishioner who recently joined the Church and also recently graduated from Johnson University with a degree in Christian education. Father Pat advised that while he is excited to have Rachel join, he anticipates the position to be temporary. He also intends to use the fall to consider what is needed for the open Director position, prepare a job description, and seek out the right candidate. Throughout Father Pat's report, the Vestry asked questions and engaged in discussion.

Next, Father Pat gave an update regarding adult Sunday school. He explained that classes will resume on September 15 and will begin with three weeks of classes on Celtic services that he will teach. On October 6, Father Pat will teach another class. Then, on October 13, Adam Bean will begin a four-week set of classes. There will be no classes on November 10 because there will be a parish meeting. Father Pat also advised that the Church is partnering with Tyson House to host an event on sexuality featuring Nadia Bolz-Weber. During the presentation, the Vestry asked questions and engaged in discussion.

Thereafter, Father Pat reminded the Vestry that GiGi Logan is selling t-shirts as a fundraiser to support the Rise Against Hunger project in connection with this year's Rally Day. Father Pat encouraged all members of the Vestry to purchase a shirt, attend Rally Day, and help out with the lunch-packing event.

Next, Father updated the Vestry on his work related to various committees. He advised that Mary Rayson is running the Memorials Committee. He also informed the Vestry that he needs assistance in developing a list of all the committees in the church, complete with their memberships and the anticipated roll-off dates.

Father Pat then informed the Vestry that the first Celtic Christian service will be held at the Church on September 29 at 5:30 and that Bishop Cole will be the reflector for the first service. He also noted that he received a letter from Bishop Cole thanking the Church for its hospitality and for its generosity in donating its offering to the Diocese during his last visit.

At the conclusion of the Rector's report, the Vestry discussed how to honor Megan. The Vestry appointed Brian Wanamaker to coordinate a gift for Megan to be presented at the 10:00 service on August 25.

Thereafter, Father Christopher presented the Assistant Rector's report. He advised the Vestry that he has been organizing quarterly family gatherings. The most recent gathering took place at his house on August 11 and had approximately 60 attendees. The next event is expected to be a "glamping" event at the home of Tyke and Stacy Hillmer on November 2. Father Christopher is also working with Janet Slabbekorn to help promote family attendance at the annual retreat. Father Christopher also

advised the Vestry that he has been working on adjusting the structure of the Ascension Cares ministry. He noted that the current structure has too few shepherds to adequately engage parishioners. He aims to recruit twenty to thirty parishioners to serve as “sub-shepherds.” They would divide up the congregation into groups of about five to ten and be responsible for a “check-in” call every two months. Father Christopher asked the Vestry to think of individuals who would be well suited for that role.

Father Pat opened the floor to comments for the edification of the Church and the world. Mary Rayson commended the Vestry on its work and the way it engaged in the meeting.

Father Pat then reminded the Vestry that its next meeting is September 10, and the Vestry closed with the Lord’s Prayer.

Thereafter, upon motion made, seconded, and unanimously carried, the meeting was adjourned.

Respectfully Submitted,

Brian Wanamaker, Clerk

Marilyn Roddy, Senior Warden