

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

March 9, 2021

A meeting of the Vestry of the Episcopal Church of the Ascension of Knoxville, Tennessee, of the Protestant Episcopal Church (the "Church") was held via Zoom video conference on Tuesday, March 9, 2021. Present via video conference were Rev. Pat Wingo, Interim Rector; Brian Wanamaker, Senior Warden; Tim Jeffcoat, Junior Warden; Jim Hodge; Nancy Jones; Ed Lester; Clay McManus; Kelsey Mitchell; Jennifer Moffitt; Sylvia Peters; Pat Richardson; Amanda Rowcliffe; Pat Rutenberg; Janet Slabbekorn; Neale Wetherall; and Bill Wood, constituting a quorum. Present by invitation were Rev. Christopher Hugin, Associate Rector; Rev. Caroline Vogel, Associate Rector for Spiritual Development; Mark Medley, Treasure; and Beverly Sutton, Senior Bookkeeper and interim Parish Administrator. Also present by invitation was Andy Oakes, Chair of the Finance Committee.

Father Pat chaired the meeting, and Andrew Hale served as Clerk.

Father Pat called the meeting to order at approximately 6:30 p.m.

Thereafter, Father Pat then led the Vestry in a devotional and prayer.

Father Pat then referred the Vestry to the draft minutes of February 9, 2021 meeting, which had been provided to the Vestry in advance of the meeting. On motion made, seconded, and unanimously carried, the minutes were approved as submitted, with one minor typographical change.

At Father Pat's request, Amanda provided the Outreach Commission report, referring to the written materials provided to the Vestry in advance of the meeting and attached hereto as Exhibit A. Among other items, Amanda noted that she was working with the Newcomers ministry on how to capture Revs. Christopher and Caroline's great work with online ministry, and how to use this to attract new members. She also advised that the Youth Group will possibly go on a mission trip to Savannah, GA this summer.

Next, at Father Pat's request, Pat Rutenberg provided the Inreach Commission report. Pat reviewed the materials provided to the Vestry in advance of the meeting and attached hereto as Exhibit B. Among other items, Pat thanked the Brotherhood of St. Andrew's for donating pork, noted that the Church raised \$10,000 at the Mardi Gras fundraiser, and that the Youth Group was resuming in person meeting. She also directed the Vestry to all that is going on with the Family Ministry noted in the Inreach Report.

Thereafter, Sylvia Peters provided an update regarding the Becoming Beloved Community and racial reconciliation and healing ministry. Sylvia praised the great

success of the ministry and noted that the Church has been a leader in the Diocese with the Ministry. Father Pat remarked that the previous Sunday's panel discussion was a huge success.

Father Pat then opened the communications update. He noted that GiGi Logan's new responsibilities as the Communications Administrator has been very successful, and that she and Olivia Johnson are working very hard on the website. He also noted that the Rector Search Committee has been filming in and around the Church for the Parish profile.

Next, Father Pat opened the Temporal Business Commission report. Tim Jeffcoat delivered the Junior Warden report. He informed the Vestry that a large tree in front of the nave is impeding with the foundation, and that it will be cut down and replaced with as big of a tree as possible. Tim noted that the new proposed roof dehumidifier being installed would help with the roof's discoloration, and that this system and installation would cost \$22,000. Tim and Jim Hodge then provided an update on the installation of the new air purification system. They noted that as the Church prepares to open the building more, it has been discovered that there is a need to install twenty-two (22) additional units at a cost of \$12,000, and that there would be ongoing maintenance fees for these units. A discussion then ensued regarding financing the cost of this additional installation and maintenance fees. Andy Oakes noted that building needs had been provided for in the budget, and Mark Medley noted that funds could be requested from the Church endowment. Regardless, both were in agreement that funds to pay for these additional costs were available. Thereafter, upon motion made, seconded, and unanimously approved, the Vestry voted to install the new dehumidifier system for \$22,000. Then, upon motion made, seconded, and unanimously approved, the Vestry voted to approve the purchase of the additional units for the air purification system for \$12,000, with the condition that 1) the maintenance fee is not more than \$250 per month/bi-monthly, and 2) that the Finance Committee has the discretion to find the funds to pay for the additional units.

Next, Andy Oakes and Mark Medley provided an update from the Finance Committee, referring to the Finance Committee Report, Finance Summary, Balance Sheet, Monthly Comparison, and Final Cut of the 2021 Budget provided to the Vestry in advance of the meeting and all attached hereto as Exhibits C through G, respectively. Among other items, Andy and Mark noted that they were actively pursuing refinancing the remaining debt due to Home Federal, and that there was nothing substantially different from the previous month in terms of spending. Mark also noted that a gift for stained glass windows was mistakenly characterized as an unpledged gift, reducing the amount of unrestricted funds carried over from 2020. The Finance Committee then made a motion recommending a 4% distribution rate for the year 2021, which would provide \$76,939 for the Finance Committee's grant

distributions. Tim Jeffcoat noted that this was the same percentage used in the previous year. The motion was seconded, and unanimously approved. Then, upon motion made, seconded, and unanimously approved, the budget proposed by the Finance Committee was adopted.

Next, Beverly Sutton delivered the Parish Administrator's Report, and reported that the varnish on the pews were beginning to come off, and that someone would be providing a quote soon to fix it.

Father Pat then opened the Rector's report. He began with an update on plans for reopening the Church for in-person worship. A discussion of the Vestry ensued regarding issues with enforcement of certain measures, people who are vaccinated but may still want to sit socially distanced, CDC guidelines, and temperature checks. The Vestry agreed that the Church would start out using the protocols put in place in December and assess if other measures were needed from there.

Thereafter, Brian Wanamaker provided the Senior Warden report. Among other items, he thanked the Vestry for reviewing and providing feedback on the memo the Vestry sent to the Search Committee regarding the Holy Cow Survey results, that he would send a sign-up sheet for Vestry members to sign-up for committee assignments, and that the Church was waiting to hire a full time Parish administrator until a new Rector was hired. He then presented the Safeguarding God's Children Annual Compliance Records, which each Vestry in the Diocese is required to adopt and are attached hereto as Exhibit H. Thereafter, upon motion made, seconded, and unanimously approved, the Vestry adopted the Safeguarding God's Children Annual Compliance Records.

Neale Weatherhall then provided an update on the Rector Search Committee. He reported that the Search Committee was continuing its work on the parish profile, as well as a video to go along with the profile that will be posed on the Church website.

The Vestry then closed the meeting by reciting the Lord's Prayer and, on motion made, seconded, and unanimously carried, the meeting was adjourned.

Respectfully Submitted,



Andrew Hale, Clerk



Brian Wanamaker, Senior Warden