

Christ & St. Luke's Episcopal Church  
Vestry Minutes: 10/29/18

Staff Present

The Rev. Canon Win Lewis, Rector (Staff)

Staff Absent

Kevin Kwan, Organist & Director of Music (Staff)

Vestry Present

Mollie McCune		(2018)
Andy Raffin		(2018)
Warren Richard		(2018)
Sigur Whitaker		(2018)
Scott Goodspeed		(2019)
Jim Dille	(Jr. Warden)	(2020)
Carl Gaenslen		(2020)
Lauren Henry		(2020)
John Tanner	(Sr. Warden)	(2020)
James Lewis	(Registrar)	(Appointed)
Melissa Thrasher	(Treasurer)	(Appointed)

Vestry Absent

Liam Bell		(2019)
Melissa Deutsch		(2019)
Peter Oberle		(2019)

Special Guests

Rod Ingram

Meeting Start

6:30 PM

Minutes and Action Items from the September Vestry Meeting

*James Lewis*

Motion to approve the September Vestry minutes with spelling revisions - Jim Dille

Second - Sigur Whitaker

All approved, no abstentions

Trustees / Endowment

*Rod Ingram*

- The Christ and St. Luke's Trustees oversee the following funds:
  - *The Christian Education Fund*
  - *The Cot Fund*
  - *The Endowment*
  - *The Rectory Fund*
  - *The Tucker Fund*

- The performance of the Endowment portfolio has not been great, but given that the overall market has been down, the portfolio's performance is not unexpected
- The Rectory Fund was used to make a loan to Grant Stokes, our former assistant Rector; Trinity Episcopal in Portsmouth is going to buy the note from Christ and St. Luke's

**Annual Distributions (2019)**

	Annual	Quarterly	Balance: (9/30)
The Christian Education Fund	\$ 8,943.24	\$ 2,235.81	\$ 237,330.22
The Cot Fund	\$ 19,082.21	\$ 4,770.55	\$ 507,282.89
The Endowment Fund	\$ 71,267.31	\$ 17,816.83	\$ 879,162.27
The Rectory Fund	\$ 0.00	\$ 0.00	\$ 475,837.00
The Tucker Fund	\$ 3,467.52	\$ 866.88	\$ 90,542.92

**Motion that Roderick Ingram, Bryant McGann and Sigur Whitaker be authorized to make distributions from US Trust - Finance Committee**

**Second** - From committee, not required

All approved, no abstentions

- Virginia law requires (3) Trustees to oversee the land on which the church sits

**Motion to name James Lewis as a Trustee of Christ and St. Luke's Church - John Tanner**

**Second** - Scott Goodspeed

All approved, no abstentions

**Stewardship Update**

*John Tanner*

- We are slightly ahead of where we were at this time last year
- Win will send a stewardship update letter to the congregation
- Stewardship reminder calls will continue to be made to encourage parishioners to pledge

**Finance Committee & Treasurer's Report**

*Melissa Thrasher, Treasurer*

- In September 2017 there was a Net Loss of (\$ 21,189) whereas in September 2018 Net Income was \$ 9,494. Year To Date 2017 had a Net Loss of (\$ 67,509) compared to a Net Loss of (\$ 41,977) in 2018.

**Motion to request the following disbursements from their respective trust accounts - Finance Committee**

**The Christian Education Fund - 2018 Qtr. (3)**

\$ 2,156.79 to the Operating Account

**The Endowment Fund - 2018 Qtr. (3) Partial**

\$ 1,327.00 to the Restricted Account for a new computer for Kevin Kwan

~~\$ 6,004.43~~ to the Restricted Account for new microphones for the sound system

\$ 7,331.43 total to the Restricted Account

### **The Tucker Fund - 2018 Qtr. (3)**

\$ 849.34 to the Operating Account

The Christian Education Fund	\$ 2,156.79
The Cot Fund	\$ 0.00
The Endowment Fund	\$ 7,331.43
The Rectory Fund	\$ 0.00
The Tucker Fund	\$ 849.34
Total Requested	\$ 10,337.56

**Second** - From committee, not required

All approved, no abstentions

- Kevin Kwan has requested a temporary increase to his credit card credit limit to cover various expenses related to the choir's upcoming trip to England; Kevin has requested his credit card credit limit be increased to \$50,000.00 to cover the cost of airline tickets, travel agency costs, etc. These expenses will be repaid by those choir members and parishioners who have signed up for the trip and all credit card bills will be paid on-time and in-full.

**Motion to increase Kevin Kwan's credit card credit limit to 50,000.00 with a stop date of September 2019** - Jim Dille

**Second** - Scott Goodspeed

All approved, no abstentions

### Steering Committee

*Mollie McCune*

- Masonry work continues on the outside of the church and will move up the tower
- The church has hired a tax accountant to assist us with all the tax implications of our ongoing construction and renovation work
- By request, Foley Baker may pre-bill the church for some of the organ "voicing" work so these costs can be included in our tax credits which need to be filed by January 15th
- The cleaning of the interior stone will likely be delayed until next year as the stone needs to be completely dry and there is still some moisture bleeding through the stone

### Sr. Warden's Report

*John Tanner*

- E.T. Gresham has delivered (and Jim Bickford has agreed to pay for) a load of "sandy soil" to help fill in holes in the old Guild House lot
- Given the tragedy that occurred at the Tree of Life Synagogue, Christ and St. Luke's must increase both our focus and our awareness of overall building security; a special focus group will review programable electronic (keyless) locks for the building
- Mike Hester, Mike Vecerkauskas, Bob Kuhlo and others from the Men's Group have put in a tremendous amount of effort to rejuvenate the NEST spaces in lower Lloyd Hall; new blinds have been hung, restroom and sleeping areas have been freshly re-painted and plans are in place to re-paint the hallways as well

### Resolution of Thanks for the Cleaning and Revitalization of Lower Lloyd Hall

WHEREAS, for nearly 25 years, Christ and St. Luke's Episcopal Church has provided our homeless guests hot meals and a warm, safe place to sleep each December as part of the Norfolk Emergency Shelter Team, and;

WHEREAS, Mike Hester, Mike Vecerkauskas, Bob Kulo and many others from the Christ and St. Luke's Men's Group have provided countless hours to clean and revitalize Lower Lloyd Hall including the rooms in which our NEST guests sleep, the men's and women's restrooms, the hallways and the floors, and;

WHEREAS, their efforts and display of hospitality will greatly enhance the overall atmosphere of Lower Lloyd Hall and provide a healthier, brighter, and more cheerful space for our homeless guests to spend the night;

NOW, THEREFORE, BE IT RESOLVED BY THE VESTRY OF CHRIST AND ST. LUKE'S EPISCOPAL CHURCH: That the clergy, leadership and congregation of Christ and St. Luke's Episcopal Church give heartfelt thanks to all who participated in this tremendous undertaking and the many benefits it will bring to both our NEST guests and our congregation as a whole.

Adopted by the Vestry of Christ and St. Luke's Episcopal Church, Norfolk, Virginia this 29th day of October, 2018.

### Rector's Report

*The Rev. Canon Win Lewis*

- In light of recent events, the Vestry needs to appoint one of its members as "head of security" to assist with new security measures; parishioner volunteers will assist
- A formalized process to help formalize grant requests will be developed; the Cot Fund and the 5th Sunday collection will be used to help fund these efforts
- The Discernment Committee tasked with assisting in the search for our new Assistant Rector has met; unfortunately the timing of our search is not ideal and the number and quality of potential candidates has been less than expected
- The search for a new Assistant Rector has become more complicated due to the fact that Gizelle Moran has left her position as Director of Family Ministry
- Lauren Henry and other parishioners with young children are assisting with the search process to find a new Director of Family Ministry

#### **Three (3) important factors have been identified:**

- A. The individual selected must have adequate time to create and build a program from start to finish
  - B. The individual selected must have the ability to successfully manage the various displacements and disruptions associated with our ongoing renovations
  - C. The individual selected must be able to successfully build a functional and well managed team by recruiting volunteers and volunteer coordinators
- The church does not have the resources to call both an Assistant Rector and a Director of Family Ministry; therefore, given the number of assisting Clergy (currently six) our church is fortunate enough to have, available resources should be directed to the search for a Director of Family Ministry and the search for an Assistant Rector should be placed on hold

**Resolution Regarding the Tree of Life Synagogue Tragedy**

WHEREAS, the clergy leadership and congregation of Christ and St. Luke's Episcopal Church, Norfolk, Virginia are committed to striving for justice and peace among all people and respecting the dignity of every human being;

WHEREAS, we as a congregation are blessed with many neighbors, friends and family members of the Jewish faith, and we are committed to loving, supporting, protecting and serving our neighbors;

WHEREAS, the unspeakable acts of brutality hate and anti-Semitism perpetrated against the faithful and innocent congregants of the Tree of Life Synagogue in Pittsburgh as they were gathered in worship on Saturday, October 27, 2018, have horrified and outraged us;

WHEREAS, in the past year, there has been a 57% increase in anti-Semitic acts and speech in this country; and

WHEREAS, we cannot be silent in the face of this evil which is infecting our land;

NOW, THEREFORE, BE IT RESOLVED BY THE VESTRY OF CHRIST AND ST. LUKE'S EPISCOPAL CHURCH: That the clergy, leadership and congregation of Christ and St. Luke's Episcopal Church stand in solidarity with our Jewish brothers and sisters in their grief, outrage and a yearning for shalom.

BE IT FURTHER RESOLVED: That we, the clergy, leadership and congregation of this church commit ourselves to speaking out publicly against all anti-Semitic speech and acts. We commit ourselves to standing as one with our Jewish brothers and sisters and other faith congregations in eliminating the evil of anti-Semitism as we proclaim together, "Never again."

BE IT FURTHER RESOLVED: That the clergy, leadership and congregation of Christ & St. Luke's Episcopal Church will pray for those innocent lives lost at the Tree of Life Synagogue and their families and loved ones. We will also pray for those who, by word or action, promote hatred and violence. May their hearts of stone be transformed into hearts of compassion, and their words of hatred be transformed into words of shalom.

AND BE IT FURTHER RESOLVED: That the clergy, leadership and music director of Christ & St. Luke's Episcopal Church, Norfolk, hereby dedicates the performance of the Brahms Requiem, taking place on Sunday, November 4, 2018 at 6:00 PM, to the memory of those who lost their lives at the Tree of Life Synagogue:

Joyce Fienberg, 75, of Oakland, City of Pittsburgh  
Richard Gottfried, 65, of Ross Township  
Rose Mallinger, 97, of Squirrel Hill, City of Pittsburgh  
Jerry Rabinowitz, 66, of Edgewood Borough  
Cecil Rosenthal, 59, of Squirrel Hill, City of Pittsburgh  
David Rosenthal, 54, (Brother of Cecil), of Squirrel Hill, City of Pittsburgh  
Bernice Simon, 84, of Wilkinsburg  
Sylvan Simon, 86, (Husband of Bernice), of Wilkinsburg  
Daniel Stein, 71, of Squirrel Hill, City of Pittsburgh  
Melvin Wax, 88, of Squirrel Hill, City of Pittsburgh  
Irving Younger, 69, of Mt. Washington, City of Pittsburgh

Adopted by the Vestry of Christ and St, Luke's Episcopal Church, Norfolk, Virginia this 29th day of October, 2018.

**Motion to approve the above listed resolution** - Scott Goodspeed

**Second** - Jim Dille

All approved, no abstentions

- *A copy of this resolution will be sent to the Tree of Life Synagogue*

### Nominating Committee

**Motion to approve the following parishioners as candidates for the Vestry of Christ and St. Luke's Episcopal Church** - Nominating Committee

Anderson, Heidi

Hester, Linda

Roady, Priscilla

Taylor, Stephen

**Second** - From committee, not required

All approved, no abstentions

- Nominees have indicated their willingness to serve
- Nominations from the floor will be allowed
- Voting will occur on the second Sunday in December at the annual Parish Meeting

### Executive Session

*Executive Session Start - 7:56 PM*

*Executive Session End - 8:04 PM*

### Adjournment:

*8:05 PM*

*\*Respectfully submitted: James Lewis, PMP - Registrar*