

## Epiphany Annual Parish Meeting Minutes

**Date:** October 18, 2020 (virtual)

**Time:** 11:30am -12:15pm EDT

### Meeting Minutes:

Call to Order (D'O Dillard)

1. D'O called the Annual Parish Meeting to order

Opening Prayer (Rev. Glenna Huber)

2. Rev. Glenna Offered an opening prayer

Housekeeping (Meryl Glidewell)

3. Confirmed a quorum is present with 41 virtual attendees (16 required for quorum)
4. Outlined voting process

State of the Church (D'O Dillard)

5. D'O offered remarks on the church highs and lows over the past year, offered thanks to parishioners and Vestry members.

Financial Sustainability (Scott Marquardt, Tonda Rush, Lois Nembhard, Meryl Glidewell, Judy Thomas)

6. Scott provided an overview of our current financial picture
7. Tonda provided a historical perspective on our financial operating position and historical endowment perspective
8. Lois introduced the Financial Sustainability Committee, Meryl and Judy provided a presentation on the work of the Financial Sustainability Committee

Elections (D'O Dillard, Lois Nembhard)

9. Lois introduced the vestry nominees and D'O opened the floor for additional nominations
  - Nominees: Glenn Greene, Meryl Glidewell, Judy Thomas, Bruce Gilchrist, Kathy Gallagher
10. Motion to close the floor nomination with no additional nominations received
  - Motion made by David Downs
  - Seconded by Carter Echols
  - Motion carried unanimously
11. Motion to approve vestry slate as presented
  - Motion made by David Downs
  - Seconded by Tonda Rush
  - Motion carried unanimously

Election Results (D'O Dillard, Rev Glenna Huber)

12. D'O congratulated the newly elected vestry members and thank the outgoing vestry members for their service to Epiphany.
13. Rev. Glenna offered a prayer for the newly elected vestry member and the outgoing vestry members.

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Closing Statement (Rev Glenna Huber)

14. Rev. Glenna offered closing remarks.

15. Motion to adjourn.

- Motion made by David Downes
- Seconded by Rasheen Carbin
- Motion carried unanimously

Meeting adjourned

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**Attachment 1: 2020 VESTRY PROJECTS**

(to be updated at least monthly)

PROJECT	WHO	BY WHEN	STATUS
<p><b>Increase communication from vestry to the parish</b>  <i>Next steps:</i> Announcements once or twice a month about what was discussed at vestry meetings, updates on projects and opportunities to participate</p>	D'O (lead), vestry	Ongoing	Weekly email newsletter, daily meditations during COVID
<p>Create final draft of <b>Mission Statement</b> for congregation input: <i>The Church of the Epiphany is a diverse Episcopal community working for spiritual transformation in our hearts and in the world by seeking justice and by loving our neighbor as ourselves..</i></p>	Susan, Kathy H., Glenn, Maria	Annual Meeting (Oct 18 <sup>th</sup> )	9 people provided feedback, working to address feedback
<p><b>Stay in touch with parishioners who are peripheral</b>  <i>Next steps:</i> Pastoral Care calls to parishioners during COVID</p>	Pastoral care committee, Susan	Ongoing	Initial Pastoral Care calls complete, updated script in work with Stewardship
<p><b>Increase stewardship/pledge units</b></p>	Stewardship comm.	Ongoing	Integrating Stewardship with Pastoral Care calls in COVID environment
<p><b>Develop and maintain yearly calendar</b>  <i>Next steps:</i> Identify lead and meet to develop plan</p>	Kathy H. (lead), Lois, Susan	Ongoing	Calendar currently planned though November
<p><b>Sell Florida property</b>  <i>Next steps:</i> Continue Tonda's efforts, including researching history and developing plan for vestry approval</p>	Tonda, Glenn	In process	
<p><b>Review insurance, especially D&amp;O</b>  <i>Next steps:</i> Identify lead and research and develop proposal if needed for vestry approval</p>	David, D'O, Glenn		We have D&O insurance.

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PROJECT	WHO	BY WHEN	STATUS
<b>Sexual misconduct Prevention</b> <i>Next steps:</i> Identify lead, review requirements and get people trained as necessary (beginning with the vestry)	Crystal, D'O		
<b>End of year summary report for vestry</b>	Kathy H., Meryl		
<b>Completed Actions</b>			
<b>Join WIN</b> <i>Next steps:</i> Identify lead, vestry support and promotion	Rev. Glenna, Lois, Kathy G, Susan	Complete	
<b>Parish directory</b> <i>Next steps:</i> Approve revised categorization structure (Rev Glenna, D'O, Lois)	Kathy G, Rasheen	Complete	Parish directory emailed on August 11th
<b>Spiritual formation</b> <i>Faith and Empire: A Bible Study on the Book of Daniel</i> joint book study with St. Margret's	Formation comm., Rev. Glenna, Susan	Complete	Feedback being solicited from those who participated in book study
<b>Deferred due to COVID</b>			
<b>Hire Assistant Rector</b> <i>Next steps:</i> Vote by vestry to support and approve money for the position	Rev. Glenna		Deferred due to COVID
<b>Opportunities for engagement outside of volunteering</b> <i>Next steps:</i> Identify lead, survey congregation on interest and plan some trial engagements	Susan, Kathy G, Kathy H, Lois		Deferred due to COVID
<b>Grow membership</b> <i>Next steps:</i> meet, identify leader	Newcomers comm. (Kathy H & Willis), Susan, Rev. Marge		Deferred due to COVID

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<b>PROJECT</b>	<b>WHO</b>	<b>BY WHEN</b>	<b>STATUS</b>
<p><b>Create/foster relationships with neighbors</b>  <i>Next steps:</i> Identify lead and distribute flyers to neighbors</p>	<p>Vivian, Rev. Glenna, Kathy G., admin. staff</p>		<p>Deferred due to COVID</p>
<p><b>Volunteer recruitment and management</b>                      [Share info/stories about ministries in Your Weekly Epiphany; More recognition of volunteers during worship; A chance to worship not always be serving; Promote healing ministry]  <i>Next steps:</i> Identify lead and find ways to promote opportunities such as: website, newsletter, a ministry fair, announcements during services and New member/visitor packet</p>	<p>Crystal, Rasheen, Lois, David</p>		<p>Deferred due to COVID</p>
<p><b>Research Renting parking spaces</b></p>	<p>Kathy H.</p>		<p>Deferred due to COVID</p>