

**ALL SAINTS' EPISCOPAL CHURCH  
608 WEST JEFFERSON STREET  
TUPELO, MISSISSIPPI 38804**

**MINUTES OF  
MONDAY, JULY 20, 2020  
VESTRY MEETING**

**PRESENT:**

The Rev. Phillip Parker	Art Chambers	
Deanna Alford, Sr. Warden	Harry Dieckmann	
Fred Cannon, Jr. Warden	Anna Fleming	Kamme Riddle
Mike Fitzpatrick, Treasurer	Stan Furr	Cathy Sparks
Tommie Moore, Clerk	Mickey Gray	
	Stephen King	Manuela Wilson

**ABSENT:** Michelle Hester, Mark Maharrey, Mary Jane Meadows, Paul White

The Rev. Phillip Parker opened the meeting with a prayer at 6:05 p.m.

**CHECK IN**

**ADDITIONS TO THE AGENDA:** None

**CONSENT AGENDA**

- June 2020 Financial reports
- June 15, 2020 Vestry Minutes
- July 13, 2020 Executive Committee Minutes

**MOTION:** (Cannon/Wilson)

Approve Consent Agenda as submitted.

**APPROVED.**

**MEDIATION IMPLEMENTATION TASK FORCE REPORT**

Harry opened the discussion by advising that he contacted The Rev. Peter Gray who served as our mediation consultant in 2019 to further discuss next steps in implementing the mediation agreement "F. To address CARING CONFLICT TRANSFORMATION". He advised that Rev. Gray had three proposals:

1. Schedule a Zoom presentation with Peter Gray for the Vestry to renew / review conflict resolutions skills.

2. Recruit a few members of the congregations to take the LMPC Mediation Skills Training Institute.
3. Provide a presentation sharing the skills and concepts on C1 – C7, D2 for the congregation at large.

The Vestry discussed all three proposals and determined that the next step in this process would be to have a meeting, via “Zoom” with Rev. Gray acting as the facilitator to renew/refresh the Vestry in the skills needed to resolve conflict in the parish. Rev. Gray noted that it would take approximately two hours of prep time on his part and one hour of training with the Vestry. Additional materials would be needed for the training, but Rev. Gray estimated that the cost of the additional materials would not exceed \$50. Rev. Gray determined that the cost of the training plus the materials needed would be \$200. The Vestry agreed to move forward with the Vestry meeting with Peter via “Zoom” and the following motion was made:

**MOTION:** (Furr/Sparks)

Engage The Rev. Peter Gray at a cost of \$200 (includes materials) to conduct a conflict resolution training with the Vestry, via “Zoom” on August 10, 2020 at 6:00 p.m.

**APPROVED.**

Harry will make the arrangements for the meeting with Rev. Gray.

### **STEWARDSHIP COMMITTEE REPORT**

Stephen King, co-chair of the Stewardship Committee, advised that the committee has met to begin mapping out the details for an all inclusive stewardship approach to include not only the pledging of money to our operating budget and debt reduction, but enhancing programs, services and events for 2020/2021. He noted that the redesign of our website is a part of that vision and work has already started on that front. Stephen recognized the work of Ty Robinson, All Saints’ parishioner and President/Chief Operating Officer of Robinson Marketing, whose expertise has been very valuable in helping to direct a course of action in raising All Saints’/Christ the King’s profile in our community.

He asked the Vestry to once again make calls to parishioners to check on them and how they are doing during the pandemic. Stephen also asked the Vestry to submit ideas for video programming and ways in which we could improve the quality of our online offerings. A discussion followed.

**MOTION:** (Alford/Gray)

Approve Stewardship Committee report as given.

**APPROVED.**

### **BUSINESS:**

#### **Treasurer's Report**

A written report was submitted giving an overview of our financial status as of June 2020 and have been made a part of these minutes. Mike reported that we had a good month in June and giving exceeded our pledge budget by approximately \$5,000. He noted that we were able to meet our

expenses without having to use any of the funds we received from the Payroll Protection Program. Mike reported that the funds we are receiving for the Capital Campaign are a little more than what he projected to receive at this time of year.

**MOTION:** (Sparks/Dieckmann)

Approve Treasurer's report as submitted and reviewed.

**APPROVED.**

### **Redesign of website update**

Phillip advised that the website redesign committee met with Wil Oakes of Oakes Creative Agency to determine how extensive the redesign of our current website needed to be. After their initial meeting, Wil submitted an estimate of the work that will be needed in the redesign:

\$1500.00 (Base price for website design, development, and six months updates/maintenance @ 2hrs/month - covers design for 2-template site as well as frontend coding [html, css, and minimal JavaScript]).

\$500.00 (Incorporation and styling of plugins/widgets [for image sliders/directories/donation modules]).

\$200.00 (Integration with facebook/instagram/twitter/other social media platforms for automatic posting).

\$250.00 (Integration of live streaming via facebook on website) \$200.00 (Insertion of initial content into WordPress CMS.) \$150.00 (Creation of graphics, logos, icons, etc.).

This estimate covers design, development, and 6 months of updates and maintenance by Oakes Creative Agency (OCA) on behalf of All Saints' Episcopal Church (ASEC). If terms are agreed upon, a down payment of 25% of the estimate total will be due before design phase begins. Two design concepts will be presented to ASEC and three rounds of revisions are included. Additional revisions will be billed at \$50/hour. Once a design concept has been agreed upon, a second payment of 25% of the estimate will be due. Finally, development will begin on an OCA server available for ASEC to review. Once the functional version of the site is approved by ASEC, the balance of the estimate (and any additional charges) will be due, and upon payment, the site will be transferred to ASEC's server and go live.

The total cost of the website redesign as outlined in his estimate is \$2520. This amount includes a 10% Episcopal Church discount. It was noted that the Stewardship Committee would like for Wil to design a "landing page" for our website as soon as possible that would give information about offerings at All Saints' during the pandemic with links that would take visitors expressly to the service, bulletin, the lectionary podcasts, etc. A discussion followed. It was noted that the website committee needs to confirm with Wil the length of the maintenance period and the cost of continuing a maintenance agreement with his agency once the maintenance period has expired.

**MOTION:** (Alford/Cannon)

Approve Oakes Creative Agency estimate to redesign our current website as outlined in the proposal at a cost of \$2520. with an additional \$500 to create a "landing page" for our website as soon as possible that would give information about offerings at All Saints' during the pandemic

with links that would take visitors expressly to the service, bulletin, the lectionary podcasts, etc.  
**APPROVED.**

### **Revisit Pathway Montessori School rent for July**

After the June Vestry meeting, a Vestry member requested that the July rent for Pathway Montessori School (\$600) be revisited at the July Vestry meeting. Phillip reminded the Vestry that they agreed to suspend Pathway's rent for June. Marsha Kiste, owner of Pathway, has paid \$300 towards the July rent. After a brief discussion, the following motion was made:

**MOTION:** (Chambers/Alford)

Accept \$300 as payment of rent in July 2020 from Pathway Montessori School with full payment of rent in the amount of \$600 to resume in August 2020.

**APPROVED.**

### **Discussion of audit**

Mike advised that All Saints' has not conducted an audit for several years due to budget constraints. He noted that a full audit could cost as much as \$15,000. Mike researched and discussed several options with the Rev. Brian Ponder, Canon for Finance and Administration for the Diocese of Mississippi. Brian proposed that an internal control review would satisfy the canon requirements for an audit and suggested Thomas Damman, who is well respected in his field, as someone to conduct the review. The review would be done remotely and should take a couple of weeks to complete. A full report of his findings will be submitted. The cost of the internal control review is \$450.

**MOTION:** (Cannon/Dieckmann)

Approve hiring Thomas Dannon to conduct an internal control review at All Saints' at a cost of \$450.

**APPROVED.**

### **Gray Center update**

Phillip advised that Bishop Seage announced last week that The Gray Center has experienced challenging problems for decades, and the Board of Managers have faced unprecedented financial losses due to the advent of COVID-19, which forced the cancellation of all conferences and all sessions of Camp Bratton-Green during the spring and summer of this year. He noted that adding to the stress was the uncertainty of resuming business for the last six months of 2020. On July 6, the grim turn of events forced the Board to adopt a corporate resolution for the closure of The Gray Center. "It was with very heavy hearts that the Board of Managers adopted this resolution. The ministry of Gray Center has been formational for all of us who serve on the Board, and for so many around the diocese and beyond. Unfortunately, given the circumstances, we feel that suspending operations and engaging in a phase of visioning and discernment for the future of the conference center property is necessary at this time. We trust that this process will consider a wide range of possibilities, and we will look forward to summer camp at Camp Bratton-Green in 2021," said Scott Davis, president of the Board of Managers. Phillip stated that The Gray Center and the 500

acres it sits upon may be liquidated, with the cemetery and access to it protected and remaining as part of the Diocese of Mississippi. He noted that the Diocese of Mississippi will maintain Camp Bratton-Green with the camps and programs intact and will be reviewing how to do ministry going forward. Phillip also noted that Bishop Seage has requested that all parishes that made pledges to the “Seeds You Sow” campaign continue to honor their pledge. These pledges will not be used to shore up the Gray Center debt, but instead will be held to improve Camp Bratton-Green.

**MOTION:** (Alford/Cannon)

Continue to honor All Saints’ pledge to the “Seeds You Sow” campaign of \$10,000 per year for 5 years beginning in 2020, per Bishop Seage’s request.

**APPROVED.**

**Consider policy for funds leftover from community fundraisers**

Phillip reminded the Vestry that at the June Vestry meeting they recommended having some type of policy in place to account for community fundraiser funds that are held in an All Saints’ account for an indefinite period of time. The Executive Committee submitted the following policy for consideration:

Funds raised by community events and left on account with All Saints’ for a period of no longer than ninety (90) days after the conclusion of the fundraising period be given to All Saints’ debt reduction. If All Saints’ debt has been retired, then said funds would be distributed to the All Saints’ operating account.

**MOTION:** (Alford/Wilson)

Funds raised by community events and left on account with All Saints’ for a period of no longer than ninety (90) days after the conclusion of the fundraising period will be given to All Saints’ debt reduction. If All Saints’ debt has been retired, then said funds would be distributed to the All Saints’ operating account.

**APPROVED.**

**CHECK OUT**

Phillip expressed his gratitude for the leadership that the Vestry and others have shown during this uncertain time in the pandemic.

With no further business, The Rev. Phillip Parker closed the Vestry meeting with a prayer at 7:39 p.m.

Submitted by Tommie Moore, Clerk of the Vestry

**ATTACHMENTS TO THE MINUTES OF THE JULY MEETING:**

- June 2020 financial reports and Bookkeeper's report
- June 15, 2020 Vestry minutes
- July 13, 2020 Executive Committee minutes
- Oakes Creative Agency estimate
- Robinson Marketing suggestions