

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

**MINUTES OF
MONDAY, JUNE 27, 2022
VESTRY MEETING**

PRESENT:

The Rev. Phillip Parker, Rector		
The Rev. Becca Walton, Curate	Karen Dieckmann	Joellen Murphree
Dinetia Newman, Sr. Warden	Cathy Fitzpatrick	Richard Pate
Stephen King, Jr. Warden	Anna Fleming	
Mike Fitzpatrick, Ass't. Treasurer		Margaret Anne Robbins
Harry Dieckmann, Ass't. Treasurer	Mark Maharrey	Grant Smith
Tommie Moore, Clerk		Donna Timmons

ABSENT: Caleb Bedillion, Mickey Gray, Michelle Hester, CtK, Kamme Riddle

The Rev. Philip Parker called the meeting to order with a prayer at 6:00 p.m.

CHECK IN

ADDITIONS TO THE AGENDA: Approve Leila Keel as co-chair of the Flower Guild

CONSENT AGENDA:

- May 2022 Financial reports
- May 16, 2022 Vestry minutes
- May 26, 2022 Vestry via email vote minutes
- Christian Growth Commission report
- Christian Service Commission report
- Christian Stewardship Commission report
- Jr. Warden's report

As an update to his report, Stephen advised the company which made the composite boards used to complete the Nursery deck informed us the problem with the boards is not covered under their warranty. The Company advised that the boards warped due to sand in sandboxes being used by children on the deck. The sand wedged between the boards which did not give them room to expand. Stephen has asked an independent party to monitor the heat index on the deck over the next several months to determine if heat played a part in the boards warping.

Stephen reported that he would like to replace the shield directional signs on the lampposts in the Jefferson Street parking lot. He noted the signs are very weathered. Duncan Signs made the original signs and will replace the signs at a cost of \$425.

MOTION: (Dieckmann/Timmons)

Accept the quote from Duncan Signs of \$425 to replace the directional signs on the lampposts in the Jefferson Street parking lot. Fund the purchase from line item 5041 “Miscellaneous Repair and Maintenance”.

APPROVED.

Stephen advised that the fire suppression system needs new batteries at a cost of \$327.

MOTION: (Newman/Murphree)

Replace batteries in the fire suppression system at a cost of \$327. Fund the purchase from line item 5062 “Fire and Security System Maintenance”.

APPROVED.

MOTION: (Fitzpatrick/Timmons)

Approve Consent Agenda as submitted and updated.

APPROVED.

MEDIATION IMPLEMENTATION TASK FORCE REPORT: No report

STEWARDSHIP COMMITTEE REPORT: No additional report. See Christian Stewardship Commission report for initial report.

SAFETY TASK FORCE:

Richard Pate submitted a written report and gave a brief overview of their work in their first two meetings. The written report has been made a part of these minutes.

MOTION: (Maharry/Dieckmann)

Approve Safety Task Force report as submitted and reviewed.

APPROVED.

BUSINESS:

Interim Treasurer’s report

Mike Fitzpatrick was welcomed as our new Interim Treasurer. A written financial report detailing our financial status as of June 30, 2022 was submitted and is attached to these minutes. Mike began his report by advising “Total Income” is below budget YTD by approximately \$15,000. Expenses exceeded the budgeted amount by approximately \$5,100 YTD. Mike stated going forward, the expense and revenue status bears watching.

MOTION: (Timmons/Newman)

Approve Interim Treasurer’s report as submitted and reviewed.

APPROVED.

Discussion of Curate Discretionary Fund

Phillip opened the discussion by advising the Vestry it is customary for clergy to have a discretionary fund from which they can use the funds to help parishioners and non-parishioners alike who find themselves in need of assistance. A discussion followed regarding how to fund the discretionary account for The Rev. Becca Walton, after which the following motion was made:

MOTION: (Fitzpatrick/Murphree)

Approve opening a “Curate Discretionary Fund” account at Renasant bank, with The Rev. Becca Walton and Assistant Treasurer Harry Dieckmann as signers on the account. Reduce the Deacon’s Discretionary

Fund, line item 8203, to the minimum amount needed to keep the account open and transfer those funds from the Deacon's Discretionary Fund to the Curate's Discretionary Fund. Additional funds may be drawn from the following accounts: line item 8065 "Rector's Discretionary Account" and line item 8203 "Rector's Discretionary Fund".

APPROVED.

With the resignation of former Treasurer, Bud Nelson, it was determined that new signers needed to be named on the Rector's Discretionary Fund account at Renasant Bank.

MOTION: (Fitzpatrick/Murphree)

Remove James M. Nelson as a signer on the Rector's Discretionary Fund at Renasant Bank and add Assistant Treasurer, Harry Dieckmann as a signer and keep The Rev. Phillip Parker as a signer on the account.

APPROVED.

Discussion of Director of Saints' Brew staff position

Phillip advised that Hannah Maharrey, current Director of Saints' Brew will be leaving her position as of September 1. Phillip gave thanks for and noted Hannah's work with Saints' Brew since 2018, guiding Saints' Brew through the growth we have experienced over the last few years and for finding ways to continue operating Saints' Brew during the many challenges presented in the pandemic. Hannah has been invaluable in providing community resources to our Saints' Brew guests. She has worked closely with MUTEH (Mississippi United to End Homelessness), the Hunger Coalition, Salvation Army and United Way to connect Saints' Brew guests to resources offered through those agencies. Hannah will continue in her full-time position as Director of Mississippi Balance of State of Continuum of Care.

Job Description

Phillip gave an overview of the Director's job description (full job description was attached to the Vestry's packets and has been made a part of these minutes). The next Director will be responsible for the operation of Saints' Brew ministry as a means to reduce hunger and food insecurity in the Tupelo-Lee County community and will represent the interests of Saints' Brew in its interactions with other organizations and agencies engaged in similar work. The director will report directly to the Rector of All Saints' Episcopal Church. He noted the position is a part-time, paid position, not to exceed 19 hours per week. The Director will be responsible for: recruiting volunteers; researching, preparing and submitting grant proposals; planning, coordinating meals to be served; being familiar with health regulations and industry standards for food handling; and ordering supplies, maintaining inventory, and managing the budget. The Director should possess an understanding and passion for the Saints' Brew's mission; empathy and compassion for those that are food insecure and in need; and strong interpersonal communication skills. In addition, the Director must be a high-energy, proactive, self-starting administrator with the disposition to work in a fast-paced environment. Applications will be taken until Sunday, July 10. Phillip noted the changes in updating the job description (highlighted in yellow).

MOTION: (Pate/Fitzpatrick)

Approve noted changes in the Director of Saints' Brew's job description.

APPROVED.

Consider salary arrangements

Phillip reported that the Director of Saints' Brew salary is paid from Restricted account line item 8048 "Saints' Brew – MM". The Director's salary was funded by a generous gift from the "Women First"

organization upon their closing. He noted the gift from “Women First” was a one-time gift and the Director would be responsible for grant writing that would include a salary for the position. After a brief discussion, the following motion was made:

MOTION: (Timmons/Robbins)

Approve a salary of \$1,000 monthly/\$12,000 yearly for the Director of Saints’ Brew.

APPROVED.

Approve co-chair of the Flower Guild

Phillip submitted Leila Keel for consideration as co-chair of the Flower Guild, noting her passion for the flower guild and its ministry.

MOTION: (Timmons/Newman)

Approve Leila Keel as co-chair of the Flower Guild.

APPROVED.

CHECK-OUT

CLOSE: With no further business, Becca closed the Vestry meeting with a prayer at 7:09 p.m.

ATTACHMENTS TO THE MINUTES OF THE JUNE MEETING:

May 2022 Financial reports

May 16, 2022 Vestry minutes

May 26, 2022 Vestry via email minutes

Christian Growth Commission report

Christian Service Commission report

Christian Stewardship Commission report

Jr. Warden’s report

Safety Task Force report

Director of Saints’ Brew job description