

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

**MINUTES OF  
FRIDAY, FEBRUARY 17, 2023  
VESTRY MEETING**

(Held during the Vestry Retreat)

**PRESENT:**

The Rev. Phillip Parker, Rector		Joellen Murphree
The Rev. Becca Walton, Curate	Carol Alvis	Richard Pate
Cathy Fitzpatrick, Sr. Warden	Sue Ann Averett	
Stephen King, Jr. Warden	Caleb Bedillion	Grant Smith
Mike Fitzpatrick, Treasurer	Karen Dieckmann	Ann Springfield
Tommie Moore, Clerk	Leila Keel	Donna Timmons

**ABSENT:** Alice Alexander, Margaret Anne Robbins

The Rev. Becca Walton opened with a devotion and The Rev. Philip Parker called the meeting to order at 6:02 p.m.

**CHECK IN:** Phillip welcomed all members of the Vestry, especially the newest members, to the weekend retreat.

**ADDITIONS TO THE AGENDA:**

- Discussion of delegation of approval of 2022 Parochial report
- Discussion of quote from Miller's Lock and Safe

**CONSENT AGENDA:**

- January 17, 2023 Vestry minutes

**MOTION:** (Timmons/Murphree)

Approve Consent Agenda as submitted.

**APPROVED.**

**BUSINESS:**

**Treasurer's report**

Written financial reports giving an overview of our financial status as of January 31, 2023 are attached to these minutes. Treasurer, Mike Fitzpatrick reported our total revenue for January exceeded the budgeted amount by approximately \$8,500. Total expenses were under budget by approximately \$1,900. Mike then reviewed and offered explanations of each section of the financial reports for our newest members and as a refresher for all others.

**MOTION:** (Murphree/Dieckmann)

Approve Treasurer's report as given.

**APPROVED.**

### **Safety Task Force report**

Cathy Fitzpatrick, co-chair of the Safety Task Force opened the presentation of the report by thanking members of the Task Force for their work over the last year: co-chair, Richard Pate, Alice Alexander, Caleb Bedillion, Mickey Gray, Syd Limerick, Bill Morgan, Dinetia Newman, Cindy Ring, and Leslie Wood.

Cathy then reviewed the areas the Task Force studied, allowing for questions and discussion from the Vestry:

“Reducing Premise Vulnerabilities”:

- Limiting and tracking keys
- Stationing greeters at various access points
- Limiting access to offices
- Limiting access to areas designated for children
- Exterior lighting

“Promoting Awareness”

- Educating parishioners
- Training to interact with persons whose behavior is unstable, disruptive or suspicious

“Response Protocols”:

- Designation of the Safety Team
- Communication between facility areas and the Safety Team
- Identify safe areas and escape routes
- Fire Extinguishers
- On site emergency medical equipment training

“Parishioner Communication”

- Informing and communicating to parishioners about the existence of a safety plan
- Training parishioners regarding “run/hide/fight” protocol
- Conducting fire and weather drills

“Armed Presence”

- Occasional armed presence as determined by the Rector

Cathy stated the report and the necessary training will be presented to the Parish in several ways: forums, potluck supper programs, weekly email articles and training sessions.

The full report is attached to these minutes.

**MOTION:** (King/Timmons)

Accept Safety Task Force report as presented.

**APPROVED.**

### **Jr. Warden report**

Consider quote from Miller's Lock & Safe

Stephen King advised the Safety Task Force report identified doors which needed different locks, such as doors to rooms where children are located and the Kitchen service door. The Kitchen door has a flip type lock and is being left unlocked at times. The other doors to rooms where children are located have side button-type locks which are not being locked during times where those rooms are occupied. It was noted that the Parlor door also has a flip type lock and should be considered for the same type of lock that will be installed on the Kitchen service door. Stephen asked Allen Miller of Miller's Lock and Safe to recommend locking mechanisms that would lock the doors automatically anytime they are closed. The quote from Miller's Lock and Safe is attached to these minutes. After a discussion, the following motion was made:

**MOTION:** (King/Pate)

Accept the quote from Miller's Lock and Safe with locking mechanisms on identified doors in the Program Facility, with additional locks on the Parlor door and one additional classroom door, not to exceed \$2,500.00.

**APPROVED.**

### **Update on Nursery deck**

Stephen advised that the Nursery deck has been demolished. Due to the amount of sun and heat in that particular area, composite boards warped to the point that made the deck unsafe for use. He is working to find suitable replacement materials to rebuild the deck.

### **HVAC software upgrade explanation**

For the benefit of our newest Vestry members, Stephen advised that in September 2022, Joey Moody advised that an HVAC software upgrade to the automation system was needed in order for all of our HVAC units to work properly and efficiently. He stated that Joey Moody advised the upgrade would cost approximately \$10,000 and he would reuse as many software parts as possible. Stephen will ask Joey Moody for an updated quote.

### **Review of "Notice of Release and Removal" of The Rev. Sandra Moss DePriest**

Phillip reported that the Rev. Sandra Moss DePriest has retired and moved to the east coast and has requested to be released and removed from all rights, duties, obligations, privileges, and entitlements in connection with and pertaining to the Ministry within The Episcopal Church. Bishop Seage has granted this request. The official "Notice of Release and Removal" has been made a part of the official minutes of All Saints' Episcopal Church.

### **Elect delegates/alternates to the 197<sup>th</sup> Diocesan Annual Council - Jackson**

Phillip advised we need to elect 3 delegates and 2 alternates to serve at the 197<sup>th</sup> Annual Council of the Diocese of Mississippi. He noted the Diocesan Standing Committee has indicated the election of our next Bishop could possibly occur at the 197<sup>th</sup> Annual Council.

Proposed delegation:

Delegates: Les Alvis, Cathy Fitzpatrick, Caleb Bedillion

Proposed Alternates: Mike Fitzpatrick, Sue Ann Averett

**MOTION:** (Smith/King)

Approve the delegation to the 197<sup>th</sup> Annual Council of the Diocese of Mississippi:

Delegates: Les Alvis, Cathy Fitzpatrick, Caleb Bedillion

Alternates: Mike Fitzpatrick, Sue Ann Averett

**APPROVED.**

### **Discussion of delegation of approval of 2022 Parochial report**

Phillip advised that the 2022 Parochial report is due March 1. He explained the report covers statistics relating to membership and attendance, along with financial information for the reporting year. Our data and financial management system which houses all of this information is running updates for the 2022 Parochial report, which has caused a delay in processing the information we need to complete the report. He asked the Vestry to consider delegating the approval of the 2022 Parochial report to the Wardens on behalf of the Vestry.

**MOTION:** (Bedillion/Dieckmann)

Delegate authority to approve the 2022 Parochial report to the Sr. Warden and the Jr. Warden.

**APPROVED.**

### **CHECK-OUT**

**CLOSE:** With no further business, Becca dismissed the Vestry meeting at 8:21 p.m.

Submitted by Tommie Moore, Clerk of the Vestry.

### **ATTACHMENTS TO THE MINUTES OF THE FEBRUARY MEETING:**

- January 2023 Financial reports
- January 17, 2023 Vestry minutes
- Safety Task Force report
- Miller's Lock & Safe quote
- "Notice of Release and Removal" of The Rev. Sandra Moss DePriest