

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

**MINUTES OF
MONDAY, MARCH 20, 2023
VESTRY MEETING**

PRESENT:

The Rev. Phillip Parker, Rector
The Rev. Becca Walton, Curate
Cathy Fitzpatrick, Sr. Warden
Stephen King, Jr. Warden

Alice Alexander
Carol Alvis
Sue Ann Averett
Caleb Bedillion
Karen Dieckmann
Leila Keel

Joellen Murphree
Richard Pate
Margaret Anne Robbins
Grant Smith
Ann Springfield
Donna Timmons

Tommie Moore, Clerk

ABSENT: Mike Fitzpatrick

VISITOR: Taylor Sparks

The Rev. Phillip Parker opened the meeting with a prayer at 6:02 p.m.

CHECK IN: Sr. Warden, Cathy Fitzpatrick advised that the April Executive committee meeting has been rescheduled for Tuesday, April 11.

ADDITIONS TO THE AGENDA:

- Consider approval of Deanna Alford as chair of the Hospitality committee.
- Consider approval of Concert series

PROGRESS REPORTS FROM VESTRY AND CLERGY

Phillip opened the discussion by reminding the Vestry of the goals/objectives they set at the February Vestry Retreat.

Vestry goals/objectives:

- Be intentional about engagement with parishioners or newcomers (personal connection, lunch, coffee, etc.); Share social media posts
- Help to communicate liturgy explanations to the Parish.
- Increase Vestry attendance at services, events, programs, classes.
- Start each Vestry meeting by reviewing goals and reporting on specific progress.

Several Vestry members shared how they have been intentional in engaging with parishioners. It was suggested that Vestry members serve as Greeters, giving them a chance to better recognize newcomers. It was also noted that the Vestry will host the March 22 potluck and should make plans to attend the

Taizé service prior to the meal.

In response to communicating liturgy explanations to the parish, pamphlets were ordered which will be publicized and placed in the church narthex. The pamphlets include general information about the Episcopal Church, baptism, confirmation and other ways to become a member, customs and practices, and notes on the Episcopal “language”. Full sets of these pamphlets will be on display in the narthex soon.

Clergy goals/objectives:

- Clergy to communicate goals set at the Vestry Retreat.
- Publish journal of ongoing activities such as outreach in the community, broad pastoral care matters (no names or specifics) using Bishop Seage’s published Journal in the Mississippi Episcopalian as a guide.
- Educate congregation about liturgy, terms, actions, etc.
- Coordinate efforts among clergy in responding to pastoral care matters.
- Each clergy member should retain a spiritual director and a therapist. Schedule one mental health day per month (not tied to vacation time or sick days).

Phillip reported he met with the Bishop for his yearly consultation and they discussed journaling as a way to document ongoing activities. The Bishop cautioned Phillip about the validity of publishing a journal as it can set up unhealthy expectations. The Vestry discussed this in more depth and it was the consensus that a monthly general report to the Vestry would be a better option.

Phillip advised he reviewed the pamphlets and ordered the ones mentioned under the update of Vestry objectives. He noted he does see a spiritual director on a regular basis.

CONSENT AGENDA:

- February 2023 financial reports
- February 17, 2023 Vestry minutes
- March 13, 2023 Executive Committee minutes
- Christian Growth Commission report
- Christian Stewardship Commission report
- Curate’s report

MOTION: (Timmons/Pate)

Approve Consent Agenda as submitted.

APPROVED.

BUSINESS:

Treasurer’s report

Written financial reports giving an overview of our financial status as of February 28, 2023 are attached to these minutes. At the Executive Committee meeting last week, Treasurer, Mike Fitzpatrick reported “Total Revenue” is over budget MTD and YTD. “Total Expenses” were under budget MTD and YTD. He noted, as of February 28, 2023 we have \$62,769 in “Pre-Paid Pledges” for 2023.

MOTION: (Cathy Fitzpatrick/Timmons)

Approve Treasurer's report as given.

APPROVED.

Consider Endowment Fund interest designation

Cathy Fitzpatrick advised that Endowment Trustees will be accepting committee grant requests in the next few weeks. The Trustees have indicated there is approximately \$1,000 available in grant funds for this year.

Consider election of Endowment Trustees

Cathy presented the following parishioners for consideration as Endowment Trustees to fill the expired terms of Wayne Averett and Kay Trapp.

Fred Page and Harry Dieckmann

MOTION: (Murphree/Pate)

Approve nomination of Fred Page and Harry Dieckmann as Endowment Trustees each for a 3 year term.

APPROVED.

Jr. Warden report

Update on Nursery deck

Stephen advised he has been researching options in replacing the Nursery deck. He has met and/or spoken with the original contractor, Cody Hancock, Esquire Construction, a structural engineer and an employee of Tupelo Parks and Recreation looking for suitable, affordable options in rebuilding the Nursery deck. After many conversations, the consensus is the only viable option is the one outlined in the quote from Esquire Construction at a cost of \$43,534.86. The quote is attached to these minutes. It was noted that the previous deck placement had HVAC lines/drains and pipes running under it and therefore cannot have concrete poured over that area. A lengthy discussion followed. Stephen advised he would like to contact architect Terry Williams, who worked with architect and parishioner Gus Staub on the plans for the original deck placement and design. It was also suggested that Stephen explore the cost, placement and construction of an outside playground. Stephen will work on those options and report back to the Vestry as details are available.

HVAC software upgrade explanation

Since the last Vestry meeting, Stephen asked Joey Moody of Moody Services to update his quote on the upgrade in software on our HVAC system. The latest quote from Moody Services is attached to these minutes. Stephen recommended the Vestry accept the quote from Moody Services as the software in our HVAC system has not been upgraded since the initial installation. After a discussion, the following motion was made:

MOTION: (Cathy Fitzpatrick/Keel)

Approve quote from Moody Services to upgrade the software on our HVAC system as a cost of \$9,656.00 plus tax, with funding from line item 8043 "Capital Reserves" in Restricted accounts.

APPROVED.

Consider funding for Hot Shot Electric bill

Stephen advised we had a light switch damaged in the Christmas Eve flood that needed to be replaced and will be paid for as part of the insurance claim. Hot Shot Electric replaced the switch at a cost of \$545. While they were here, Stephen advised when he has Hot Shot Electric on campus for a lighting

issue, he has them continue the project of converting lights to LED bulbs thus saving on an additional service call. While Hot Shot Electric was here to replace the light switch damaged in the flood, they converted 13 indirect fluorescent lights in the Parish Hall, 12 2x4 lay in lights in the education area and converted the outside wall lights to LED. They also found a defective 4/way switch in the Chapel area and installed 3 LED wall packs. The total cost for this work was \$3,235.

MOTION: (Dieckmann/Bedillion)

Approve payment of Hot Shot Electric bill in the amount of \$3,235 from line item 8043 “Capital Reserves”. The bill for replacing the light switch damaged in the flood in the amount of \$545. will be paid from insurance claim money received.

APPROVED.

Acceptance of gifts from the estate of Karen Asbury (quilts, needlepoint items)

Phillip advised that Karen Asbury’s family donated 2 baby quilts, 11 full size quilts, needlepoint handwork and a cross chain to All Saints’. He reported that her sons hoped the quilts could be auctioned with the proceeds designated for Saints’ Brew. Deepika Dey is having the quilts appraised.

MOTION: (Dieckmann/Pate)

Accept the gifts from the estate of Karen Asbury with gratitude and in thanksgiving for the life of Gene and Karen Asbury. Approve auctioning the quilts with the proceeds designated for Saints’ Brew.

APPROVED.

Consider Deanna Alford as chair of the Hospitality Committee

Cathy submitted Deanna Alford for consideration as chair of the Hospitality Committee.

MOTION: (Timmons/Robbins)

Approve Deanna Alford as chair of the Hospitality Committee.

APPROVED.

Consider approval of Concert Series

Music Director, Taylor Sparks advised he has been working with Dinetia Newman to formulate plans to offer a “Concert Series” at All Saints.’ Below is a summary of their proposal:

The All Saints’ Concert Series would offer four concerts annually and would be advertised to the parish and more broadly to Tupelo community and Diocese.

All Saints’ would set up a vehicle/fund to maintain separately all donations and grant monies for the Concert Series. All Saints’ would apply for grants and seek donations to fund the Concert Series. Taylor and Dinetia believe funding for the initial 2023 Concert Series could total up to \$10,000, depending upon the performance artists.

Taylor reported they have spoken with Treasurer, Mike Fitzpatrick, to reach out to the Endowment Committee for some initial funding and to proceed with requesting funding for the initial concert from a donor they mentioned to him. To date, Dinetia Newman has discussed with Mike Fitzpatrick the establishment of a “fund” to receive donations for the “All Saints’ Concert Series”. A restricted money market account was established this week and has received an initial donation of \$500 with a pledge of a second \$500 donation in April. They believe these donations should be sufficient to cover expenses of the inaugural Concert. Taylor has secured agreement from the members of a Memphis string quartet to perform at the inaugural All Saints’ Concert Series. Our purpose in contacting the Endowment

Committee is to secure funding for the second and some portion of the third and fourth Concerts (to be held in late May/early June and September/October/November). Taylor and Dinetia are doubtful that grant funds and sufficient sizable donations will be available to fund these concerts and will need immediate funds to cover the May/June expenses while they await receipt of grant funds and additional donations.

They are asking the Endowment Committee for a donation for the All Saints' Concert Series. The intent is to hold costs for future concerts (if at all possible) to \$1,000-\$1,500 for performers, advertising and other costs.

The All Saints' choir needs funding to obtain paid singers during times that key current choir members are out of town or otherwise unavailable and to support existing choir members. The request for the All Saints' Concert Series is separate from the Adult Choir Fund and monies received for the Concert Series will not be used to support the existing choir.

Taylor thanked the Vestry for their time and consideration. Afterwards, the Vestry discussed the concept of the All Saints' Concert Series and thought it would be a wonderful offering in the Tupelo community as there is not anything like it currently. It was the consensus of the Vestry not to ask parishioners to bear the cost of funding the Concert Series. It was also suggested that part of the donations collected at the time of the concert could be donated to a worthy cause in the community.

MOTION: (Dieckmann/Robbins)

Approve concept of the All Saints' Concert Series, with funding from a grant from the Endowment Fund and other outside sources.

APPROVED.

CHECK-OUT

CLOSE: With no further business, Phillip dismissed the Vestry meeting at 7:31 p.m.

Submitted by Tommie Moore, Clerk of the Vestry.

ATTACHMENTS TO THE MINUTES OF THE MARCH MEETING:

February 2023 financial reports

February 17, 2023 Vestry minutes

March 13, 2023 Executive Committee minutes

Christian Growth Commission report

Christian Stewardship Commission report

Curate's report

HVAC software upgrade explanation and updated quote

Hot Shot Electric lighting bill