

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

**MINUTES OF  
MARCH 17, 2025  
VESTRY MEETING**

**PRESENT:**

The Rev. Phillip Parker, Rector  
Richard Pate, Sr. Warden  
David Alford, Jr. Warden  
Mike Fitzpatrick, Treasurer  
Tommie Moore, Clerk

Carol Alvis  
Sue Ann Averett  
  
Nathan Duncan  
Marcie Morgan

Annie Plunkett  
Amanda Reed  
Kamme Riddle  
  
Josh Westmoreland  
Marrion Winders

**ABSENT:** Alice Alexander, Leslie Criss, Ann Springfield

**VISITORS:** Les Alvis, Pete Poland

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

**CHECK IN**

**ADDITIONS TO THE AGENDA:** Discussion of columbarium resolution

**DISCUSSION OF COLUMBARIUM RESOLUTION**

Les Alvis opened the discussion by briefly reviewing information he presented to the Vestry at their Vestry Retreat in February. He continued by advising he would like the Vestry to consider a comprehensive resolution concerning the next phase of the Columbarium. He then presented the resolution and gave an overview of each of the points covered. The areas marked in red represent additional wording suggested by the Vestry during the discussion:

1. *The design and concept of All Saints' Columbarium Garden as presented to the Vestry at the vestry retreat on February 22, 2025 is approved.*
2. *The Rector, Wardens, and Treasurer are authorized to approve a construction budget for the project, limited to not more than \$37,000.00 unless further approved by the Vestry. Subject to such limitation, the Rector, Wardens, and Treasurer may revise the budget from time to time, all based on recommendations of the Columbarium Committee. **It is understood that the \$37,000 does not include the fence, the cost and funding of which are subject to later Vestry approval.***
3. *The Rector and Wardens are authorized to commence construction of the project in consultation with the Columbarium Committee at any time after approval of the construction budget.*
4. *The Rector and Wardens are authorized to execute **such contracts as may be required for construction of the project and to execute** and obtain approval of the wall or fence permit application required by the City of Tupelo.*

5. *The Rector, Wardens, and Treasurer are authorized to approve payment of budgeted construction expenses, first from the available balances of Columbarium Fund (8053) and Columbarium Completer Package (8153), and then from the balances of Memorial Undesignated (8103), Memorial Designated (8101), and Soup Kitchen – Asbury (8111), as the Treasurer may determine.*
6. *The Rector, Wardens, and Treasurer are authorized to approve from time to time minor adjustments to the design based on recommendation of the Columbarium Committee.*
7. *The Columbarium Committee will submit for Vestry approval proposed policies for use of the Columbarium Garden. Construction of the project may commence before the submission and approval of the policies.*
8. *The Columbarium Committee will submit for Vestry approval proposed informational materials for the parish. Construction of the project may commence before the submission and approval of the informational materials.*
9. *The Columbarium Committee will report to the Vestry monthly until completion of the project.*

It was suggested that the fence surrounding the columbarium garden be moved up on the priority list with funding from a loan from the proceeds from the sale of the NCADD building. It was noted that the loan could be paid back with niche proceeds as they are received. Les advised that he has some rough estimates regarding the cost of the fence but would look into it further. The Vestry agreed to table the conversation regarding the fence until more details could be developed.

**MOTION:** (Westmoreland/Riddle)

Approve Columbarium Garden resolution, items 1 - 9 as modified:

1. The design and concept of All Saints' Columbarium Garden as presented to the Vestry at the vestry retreat on February 22, 2025 is approved.
2. The Rector, Wardens, and Treasurer are authorized to approve a construction budget for the project, limited to not more than \$37,000.00 unless further approved by the Vestry. Subject to such limitation, the Rector, Wardens, and Treasurer may revise the budget from time to time, all based on recommendations of the Columbarium Committee. It is understood that the \$37,000 does not include the fence, the cost and funding of which are subject to later Vestry approval.
3. The Rector and Wardens are authorized to commence construction of the project in consultation with the Columbarium Committee at any time after approval of the construction budget.
4. The Rector and Wardens are authorized to execute such contracts as may be required for construction of the project and to execute and obtain approval of the wall or fence permit application required by the City of Tupelo.
5. The Rector, Wardens, and Treasurer are authorized to approve payment of budgeted construction expenses, first from the available balances of Columbarium Fund (8053) and Columbarium Completer Package (8153), and then from the balances of Memorial Undesignated (8103), Memorial Designated (8101), and Soup Kitchen – Asbury (8111), as the Treasurer may determine.

6. The Rector, Wardens, and Treasurer are authorized to approve from time to time minor adjustments to the design based on recommendation of the Columbarium Committee.
7. The Columbarium Committee will submit for Vestry approval proposed policies for use of the Columbarium Garden. Construction of the project may commence before the submission and approval of the policies.
8. The Columbarium Committee will submit for Vestry approval proposed informational materials for the parish. Construction of the project may commence before the submission and approval of the informational materials.
9. The Columbarium Committee will report to the Vestry monthly until completion of the project.

**APPROVED.**

#### **CONSENT AGENDA:**

- February 2025 financial reports
- February 2025 Vestry minutes
- March 2025 Executive Committee minutes
- 2024 Parochial report

**MOTION:** (Duncan/Westmoreland)

Approve Consent Agenda as submitted.

**APPROVED.**

#### **PROGRESS REPORTS ON VESTRY OBJECTIVES:**

- **Update on engaging with members/newcomers/visitors**  
Phillip reported that several families that have visited over the last several months are now interested in joining All Saints'. He noticed that several are now engaging in other activities outside of worship.
- **Update on Website refresh/redesign**  
Sue Ann Averett advised that Lance Moore is looking into how best to live stream our worship services. Lance is looking at livestreaming the services through You Tube rather than Facebook Live.

#### **Discussion of objectives as outlined at the Vestry Retreat**

At the Vestry Retreat, Phillip asked the Vestry to consider what talents and/or passion they have and choose one of the identified areas they would like to work within. He advised that Vestry members would need to gather parishioners that share their interest to see what is needed to develop these ideas into actual ministries and/or projects. The Vestry members present volunteered in the following ways:

- Organize family groups: **Josh Westmoreland, Marrion Winders**
- Produce pictorial directory: **Nathan Duncan, Marcie Morgan, Annie Plunkett, Carol Alvis**
- Organize more events: ex.: tailgate event; crawfish boil: **David Alford (we need at least one more Vestry member to work with David).**
- Form a technology committee to manage livestreaming and website: **Mike Fitzpatrick, Sue Ann Averett**
- Research options for a playground: **Amanda Reed, Kamme Riddle**

Vestry members should be prepared to give a progress report each month.

## **BUSINESS**

### **Treasurer's report**

Treasurer Mike Fitzpatrick gave an overview of our financial status as of February 28, 2025. He advised that pledged income for the first two months of 2025 have been under budget and we currently have a year-to-date deficit of \$13,175. Mike suggested sending a letter to the parish from the Rector concerning the deficit this early in 2025. The Vestry agreed with Mike's suggestion and a letter will be sent from Phillip in the next few days.

Mike also noted that financial donations, as well as in-kind donations to Saints' Brew are down. He advised that it takes approximately \$6,000 - \$7,000 a month to operate Saints' Brew. As of February 28, we have received \$2,800 in donations year-to-date, while spending \$14,000 year-to-date. Phillip advised that the Director of Saints' Brew, Cindy Hudnall, has been meeting with other churches and businesses in the community to garner support in the ways of financial donations, supplies and workforce to help offset the cost of operating Saints' Brew.

**MOTION:** (Westmoreland/Duncan)

Approve Treasurer's report as given.

**APPROVED.**

### **Discussion of expenses**

Mike advised that we spend approximately \$50,000 yearly on upkeep of our facility, namely on cleaning and ground maintenance. He suggested that the Vestry look for ways to decrease those expenses. Richard stated he will look into both areas to see if there is a way to decrease those expenses and report back to the Vestry in April.

**MOTION:** (Riddle/Averett)

Approve looking into cost savings opportunities in the areas of building upkeep and ground maintenance.

**APPROVED.**

### **Review how Executive Committee will function and appoint Commission conveners**

Phillip opened the discussion by reviewing the purpose and function of the Executive Committee as allowed for in our Bylaws, Article IV, Section 4:

*"There shall be an Executive Committee composed of the Rector, the Wardens, Vestry Conveners and the Program Administrator. This committee shall set the vestry agenda and shall perform such other duties and function as may be designated by the Vestry."*

Phillip noted that the Bylaws do not designate how often or in what manner the Executive Committee must meet. The members of the Executive Committee reviewed the purpose of the committee and determined that meeting in person at the end of each quarter and meeting via email between in-person meetings would be sufficient to conduct any business. Of course, if an in-person meeting is needed at any time, one would be called.

Richard added that he will be meeting with committee chairs over the next month and advising them of this change and asking them to contact their convener if they have a problem or need assistance with a matter. Phillip asked the second year Vestry members to serve as conveners for 2025: Leslie Criss, Nathan Duncan, Marcie Morgan and Annie Plunkett. They would need to contact committee chairs to let them know they would be the liaison between the committees and the Vestry should they need assistance or have a problem or issue that would need to be brought to the Vestry's attention. Tommie will send committee contact information to the new conveners.

**MOTION: (Pate/Averett)**

Approve reorganizing the duties and function of the Executive Committee to make their work more efficient.  
**APPROVE.**

**Consider new Endowment Trustee**

Richard advised that each year after the Annual Meeting, the outgoing Endowment Fund Trustees need to be replaced. In February, Corky Springfield's term as a Trustee ended. Richard recommended naming Grant Smith as the new Trustee with his term expiring in February 2028. Richard also recommended asking current Trustee Ty Robinson to serve as chair of the Trustees.

**MOTION: (Alford/Plunkett)**

Approve Grant Smith as an Endowment Fund Trustee with a term to expire in February 2028. Approve current Trustee, Ty Robinson as chair of the Endowment Fund Trustees.

**APPROVED.**

**Consider moving the April Vestry meeting to April 28**

Phillip advised that the next Vestry meeting is scheduled for Easter Monday, April 21 and asked the Vestry to consider changing the meeting to Monday, April 28.

**MOTION: (Westmoreland/Winders)**

Approve moving the next Vestry meeting to Monday, April 28.

**APPROVED.**

**CHECK-OUT**

With no further business, Rev. Parker dismissed the meeting at 7:32 p.m.

Submitted by Tommie Moore, Clerk of the Vestry

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

February 2025 financial reports

February 2025 Vestry minutes

March 2025 Executive Committee minutes

2024 Parochial report

Columbarium Garden resolution