

Holy Cross Episcopal Church
40700 Ten Mile Rd, Novi MI 48375
Vestry Meeting Minutes- In Person
June 19th, 2024, 6:00 PM

+6:12pm Rev. Ian Reed Twiss called the meeting to order, after wrestling with technology and emerging victorious.

Present: Tryn Hinkle, Bruce Hinkle, Ian Reed Twiss, Gael Grossman, Chris Jamieson, Pam Janson, Karen Wang, Tim Lovelace

Absent: Sherilyn Casiano, Ed Happ

+ Check-in and Opening Prayer — Karen

+ A motion to accept the 5/15/2024 minutes as written was made by Tryn Hinkle, and seconded by Chris Jamieson. A vote was held and the motion carried unanimously.

+ A motion to accept the 6/19/24 agenda with one addition (discussion of electrical cords for tech during liturgy) was made by Karen Wang, and seconded by Chris Jamieson. A vote was held and the motion carried unanimously.

+6:23pm Decisions

+ Joe LaVela is the seminarian who met with Vestry in April. What types of expenses would Holy Cross have to cover for him? Is there a maximum amount of expenses we are expected to cover? We don't have that information right now. We would be expected to cover budgeted or approved expenses for church ministries. We also need a lay committee to meet with Joe monthly. The purpose of the meetings will be reflection and constructive feedback. Tryn and Pam would like to be on the committee, plus one 8 o'clocker and one 10 o'clocker who are non-Vestry. ****Action item: Chris, Pam and Tryn will recruit 2 additional internship committee members.** FYI, Holy Cross has line item #32090 on the balance sheet for up to \$1,000 of Seminarian Support. Karen Wang made a motion to approve Joe LaVela's appointment as a field work intern at Holy Cross with a two year term, seconded Pam Janson. A vote was held and the motion carried unanimously. ****Action item: Ian will meet with Joe to work on details of the internship contract.****

+6:40pm Reports

+ 2022 audit follow ups with Leon - Bruce discussed the audit with Leon. Leon still wants documentation. ****Action item: Bruce will take responsibility for**

finding the items needed for the 2022 audit in past meeting minutes.**

- + Church website follow up - ****Action item: Tim and Ed will supervise a needs analysis, and they will include Teri in the process.****
- + CCD and Gather-Transform-Send model and process: Ian explained what he learned about church leadership at the College for Congregational Development (CCD) last week. The tools from CCD are meant to revitalize parishes. Part of this model involved interviewing parishioners, and CCD folks will continue interviewing parishioners. Gathering this data will help us further develop spiritual growth and action items at Holy Cross. CCD folks will present findings at a coffee social in September.
- + Cords in the front of the sanctuary are a tripping hazard and a visual distraction. We would need 4 extra volunteers on Sundays to manage cameras if we want to reduce the wires. What about a skirt or curtain around the cords? We can use sticky Velcro on the back of the big screen, with a fabric cover for some of the cords. ****Action item: Bruce will research options such as a switchbox, Velcro ties, and/or cover. Tryn is interested in selecting fabric for the cover in a neutral off-white.****
- +7:25pm Financial Report (May 2024): Available funds are now 33K due to lower income in May; we also spent more than we brought in. May income was \$12,900, but pledged income was about \$5K below projected amount. Expenses were about \$26,000, about \$7K higher than expected. Financial Report was accepted by acclamation.
- + Gael Grossman made a motion to pay for the pothole repair from Building Fund Line item #33080, seconded by Tryn Hinkle. A vote was held and the motion carried unanimously.
- + Gael is working on getting branches removed from gutters. Karen may be able to get some volunteers to help with that. ****Action item: Karen and Gael will work together to get the branches removed.****
- + ****Action item: At next Vestry meeting, we will discuss what to do with the memorial garden and children's garden.****
- +7:41pm Church boiler was inspected on schedule and passed. Teri has it on the calendar to have it re-inspected in 3 years. THANK YOU, TERI!
- +7:43pm Action Items from Last Meeting

- + Bruce will meet with Leon for clarification on open items for the 2022 audit.
Completed
- + Karen will discuss scheduling Biblical Greek with Teri and Ian. *Ongoing*
- + Gael needs to contact the bathroom contractor to recalibrate the toilets and fix the soap dispenser. *Ongoing*
- + Gael will ask parishioners for leads on commercial contractors for gutters and soffit in May, then after school ends in June, Gael will request bids from contractors. *Ongoing*
- + Ed will investigate the account types at Edward Jones and gain a better understanding of the fee structure. *Ongoing*
- +7:45pm Action Items going forward
- + Chris, Pam and Tryn will recruit 2 additional internship committee members.
- + Ian will meet with Joe to work on details of the internship contract.
- + Bruce will take responsibility for finding the items needed for the 2022 audit in past meeting minutes.
- + Tim and Ed will supervise a needs analysis for the church website, and they will include Teri in the process.
- + Bruce will research options such as a switchbox, Velcro ties, and/or cover. Tryn is interested in selecting fabric for the cover in a neutral off-white.
- + Karen and Gael will work together to get the branches removed from the gutter.
- + At the next Vestry meeting, we will discuss what to do with the memorial garden and children's garden.
- + Next Vestry meeting:
Skip July. August 7, 2024, 6pm, on Zoom.
- + Next Prayer - Bruce Hinkle
- + Closing Prayer - Karen
- + Meeting adjourned at 8:00pm