

Palmer Memorial Episcopal Church Vestry Meeting Minutes November 16, 2021

Vestry present:

The Rev. Neil Willard
David Robinson, Senior Warden
Shannon Westin, Junior Warden
Gretta Boshara
David Candler
Melanie Fahey
Rand Key
Steven Killworth
Danna Kurtin
Mike Murphy
Jim Rosenbach
Posey Saenz
Libby Spoede
Susannah Webb
Kelly Williams
Lam Yu

Vestry absent:

Assisting Clergy present:

The Rev. Ryan Hawthorne
The Rev. Jack Karn
The Rev. Elizabeth Parker

Assisting Clergy absent:

The hybrid in-person and Zoom meeting started at 5:33 PM and ended at 6:56 PM. Roger Hutchinson was present to assist with the hybrid technology.

1. **Opening Prayer.** Neil opened the meeting in prayer.
2. **Community Sharing.** David Robinson encouraged community sharing. Kelly gave her proxy to Libby from Friday, November 19th until she has recovered from surgery.
3. **Approval of Minutes.** The October 19 minutes were approved with the following corrections: clarify that the power washing will be on the exterior walls of the building and that there is a new security company. Motion by Steve, second by Gretta, and the vestry voted to approve the minutes.
4. **Council Reports:**
 - a. **Finance Council.** Posey reported that the past 2 years the parish has been on its healthiest financial footing. This is mainly due to 3 items: PPP loan forgiveness, diocesan forgiveness, and keeping expenses low with campus closure during the pandemic. These factors will not continue into the future and financial picture will change in 2022 due to a decline in the number of households pledging. Additionally, costs will increase with building maintenance, deferred repairs, and employing church staff. There have been and will continue to be shortfalls. The shortfalls will need to be

made up with levers such as funds from the endowment, additional pledging units/membership, or other revenue streams.

5. **Property Development Discussion.** Mike asked for a motion to move the property development project up the agenda to address several questions. The motion had a second by Steve, and a vote of 14 voted in favor and 1 in opposition. There were many questions and concerns raised about the potential property development by many members of the vestry that fell into the following categories.

a. **Physical structure and boundaries.**

- i. Questions were raised about the boundaries of the potential development. David R said the southern boundary is the end of Autry House, not further south to the parking lot. There was a request to make a PDF map of the property with the boundaries of the potential development area.
- ii. Concerns were raised on the portion of the facilities that would be lost during the development, such as the HVAC system, elevators, and all restrooms except those in the Autry House.

b. **Financials.**

- i. There was a statement made that for the potential development to be fiscally feasible, that the structure that would need to be built would have to be a tall building based on the medical center marketplace pricing.
- ii. An evaluation of Palmer's finances was to be executed prior to further discussions on the potential property development with the parish. David R said that the finance committee is going back to complete a 20 year historical evaluation which is anticipated to be completed in the next week or two.
- iii. There was concern brought up about transparency about the Burn the Note campaign and that the parish may not be aware that there is still outstanding debt as the capital campaign never reached the goal of paying off the debt for the addition that was built in the early 2000s.
- iv. An additional concern was brought up that there is an upcoming Dinner & Discussion with an update about the work of the former property development task force and that there may not be all of the information necessary to provide the parish a clear picture of the fiscal situation and any potential physical structure.

c. **Visioning.**

- i. Concerns were raised that the vestry had previously agreed to proceed with visioning with the parish before further discussions would be had about a potential property development project.
- ii. Concerns were raised that there has yet to be discussion on visioning. Meanwhile, a Dinner & Discussion with Neil and David R is scheduled for this Friday to give an update about the work of the former property development task force. Neil reminded the vestry that it had been scheduled long in advance and that he and David R had not requested, but been invited, to give that update. So they will bring people up to date about what has happened up to this point and where the vestry is currently, wanting to focus on visioning first.

6. **Council Reports (continued):**

- a. **Worship Council.** Deferred.

- b. **Outreach Council.** Kelly said that Serve Sunday is this Sunday and encouraged the vestry to participate.
- c. **Evangelism/Good News Council.** Deferred.
- d. **Communications Council.** Deferred.
- e. **Stewardship Council.** Roger reported we are currently at 120 pledges and \$906,211 which is slightly behind previous years.
- f. **Building and Grounds Council.** Deferred.

7. Vestry and Lay Delegate Nominating Committee Discussion. David R said that the 5 people rotating off the vestry, other than David C, will be on the nominating committee. The representative from the second year will be Libby and the representative from the first year class will be Danna. David R said the nominations need to be submitted to the vestry by December 5th. Susannah brought up that there are not 3 Sundays left in November to meet the Code of Procedures requirement that it needs to be posted in the bulletin 3 weeks prior to the Nominating Committee. The last date of posting an announcement about nominations will be moved to December 5th to allow for the 3 Sundays of inviting names to be submitted as outlined in the Code of Procedure.

8. Membership Report. Neil reported that the report was given to the parish. He noted there are action items that may be taken up by the vestry or endowment, if desired.

9. Warden Reports:

- g. **Senior Warden.** Deferred.
- h. **Junior Warden.** Shannon asked what the next steps are for visioning and would like to make a plan to vision with the parish. Neil said that since some have expressed a preference for using a consultant to facilitate that process, he and the staff can work together to make a recommendation about that and present that recommendation at the next vestry meeting. It would also be a proposal that includes both small and large groups as part of that visioning process since a desire for both has been expressed.

10. Clergy Reports:

- i. **The Rev. Neil Willard – Rector.** There will be revised COVID guidelines sent out this week.
- j. **The Rev. Liz Parker – Associate.** Liz emphasized the vision work is very important.

11. Closing Prayer. Liz closed the meeting in prayer.