

ASCENSION EPISCOPAL CHURCH

Vestry Meeting

March 29, 2016

Present: Mike Black, Cindy Breton, Cheryl Coppock (via phone), Carol Goulet, Miranda Griesbaum, Doug Meyers, Matt Murphy, Lee Nirider, Dick Stabell, Tom Sutton, Rev. Todd Bryant, Clerk – Jeri Platt, Jim Anderson joined after opening of meeting.

Absent: Clement Falayi

Opening Prayer/Call to Order: Fr. Todd Bryant asked for any prayer requests and opened the meeting praying for our needs and others. The meeting was called to order by Mike Black at 7:02.

- a. **Replacement Vestry Nomination** – Mike Black put forth the name of Jim Anderson to complete the 1 year term of Laura Konitzer. **Motion #1: Tom Sutton made a motion to accept Jim Anderson to the Vestry; Matt Murphy seconded the motion, discussion followed and the motion carried.**

Consent Agenda: **Motion #2: Tom Sutton made a motion to accept the Consent Agenda as presented, Cindy Breton seconded the motion, there was no discussion and the motion carried.**

Finance Committee:

- a. **School Use of Parish Hall/Church Office changes** – Matt Murphy reported on the growth of the school and how the use agreement we have with AES was based on the plan prior to the new construction. The current agreement is valid through the 2015-2016 schoolyear. Mike Black reported the agreement will be revisited over the summer. Fr Todd asked that the AES board be made aware the Use Fee will go up for the 2016-2017 schoolyear.
- b. **Renewal of the Revolving Line of Credit with Amegy Bank** – Matt Murphy reported the line of credit is up for renewal. The Line of Credit is in the amount of \$100,000 and will be in place for two years. The fee for renewing the Line of Credit will be \$400. **Motion #3: Dick Stabell made a motion to renew the Line of Credit with Amegy Bank; Miranda seconded the motion, discussion followed and the motion carried.**
- c. **Church Brokerage Account** - Matt Murphy reported there currently is a parishioner who would like to gift stock to Ascension and in order for us to accept the stock we will need to open a Brokerage Account. **Motion #4: Tom Sutton made a motion for the Finance Committee to investigate the feasibility and Diocesan guidelines for setting up a brokerage account for acceptance of**

stock donations. An email will be sent out with all the information obtained and following discussion an eVote will be taken. Dick Stabell seconded the motion, discussion followed and the motion carried.

Property:

- a. **Parish Life Building Air Handler Drip Pans** - Miranda Griesbaum reported on the state of the internal condensate pans in the Parish Life Building. **Motion #5: Dick Stabell made a motion that funds be allocated to replace the condensate pans. Tom Sutton seconded the motion. Mike Black asked for a written warranty on the life of the pans. Discussion followed and the motion carried.**

Old Business:

- a. **Pavecon** – Mike Black reported that payment for the ADA striping and signs was requested. He also reported the remaining balance of \$12,758 is for repair of the collapsed drain in the AES front parking lot. Jim Hofstetler, an engineer, has written a letter on his company letterhead explaining in his professional opinion the collapsed drain was caused by Pavecon. Miranda Griesbaum, Jr. Warden, has been in contact with the Diocese requesting guidance on how to proceed and was told to set up a face to face meeting to deliver the engineer's report. She has sent an email requesting the same with no response. Discussion followed on how to proceed. Matt reported a check in the amount of \$2996 was issued on March 17, 2016.

New Business:

- a. **Community Garden** – Tom Sutton reported on his findings regarding the requirements of a community garden, volunteers needed, area needed, etc. and his contact with a Master Gardener at the Harris County Extension Service. He would like to set up a Community Garden committee that would look into the feasibility of AEC starting a community garden and all aspects of such including what to do with the produce grown. The garden would be located off the east side parking lot between the ditch and the parking lot. **Motion #6: Matt Murphy made a motion to form a Community Garden Committee, headed by Tom Sutton, to provide a plan and present the plan to the Vestry; Miranda Griesbaum seconded the motion, discussion followed and the motion carried.**
- b. **Vestry Notebook** – Tom Sutton reported he would like to put together a notebook for New Vestry Members with as much information as possible so when they come on board they can hit the road running. He will be taking any suggestions from Fr. Todd and Vestry members.

- c. **AES/AEC Vestry Mixer** – Cindy Breton reported there will be a mixer at her home in Sugar Land on April 9 at 6:30 for the AES Board and AEC Vestry. AEC will provide the entrée and everyone else is asked to bring a dish to share.
- d. **Outreach Weekend** – Outreach Weekend will be April 9 & 10, 2016. On Saturday, April 9 we will be working with WHAM in their Food Pantry. On Sunday, April 10 there will be four different outreach opportunities – 1) reaching out to our Parish shut-ins, 2) Preparing packets for Walnut Bend Elementary, 3) Preparing casseroles for our shut-ins and 4) campus beautification. Fr. Todd reported the 10:30 service on April 10 will be slightly different as Communion will be consecrated on Apr 3 making the service 30-40 minutes in length.
- e. **School Trustee Meeting Schedule** – Mike Black asked Carol Goulet to attend the meeting on April 11. Jim Anderson reported that he has been asked to be on the School Board and is willing to serve as Liaison as well.
- f. **Jr. Warden Spending Limit** – Fr. Todd will investigate if a vote was taken on a \$2000 spending limit for the Jr. Warden
- g. **Sabbatical Logistics Plan** – Under facility change Tom Sutton to Community Garden Contact
- h. **Newcomer's** – Clement mentioned in an email that he was on duty Easter Sunday, there were several Newcomer's yet no cards were completed. Cheryl Coppock suggested one Greeter at each service man the Newcomer table and assist with completion of Newcomer cards.

Adjourn: Motion #7: Matt Murphy made a motion to adjourn at 8:33 p.m., Tom Sutton seconded the motion, there was no discussion and the motion carried.

Closing Prayer: Fr. Todd asked for blessings and the Vestry joined in on recitation of The Lord's Prayer.

Respectfully submitted,

Jeri Platt
Clerk