

**St. Michael and All Angels' Episcopal Church**

**Mission Council Meeting, March 21, 2019, 6:00**

**Evening Prayer**

**Call to Order**

**Prayer Requests:** Father Charles received prayer requests: Anita Parker, Kathy Darlunde, Susan Clifton, Mrs. McGay's son is having surgery

**In Attendance:** Father Charles, Debbie Marshall, Stan Dellinger, John Phillips, Carolyn McGay, Becky Keck, Bob Keck, Jim Lawler, Donna Andreo, Genny Sharpe, Karen Pearson, Deborah Carlson, Rob Martin

**Absent:** GC Pundt, Kimberly Norris-Jones

**Minutes:** Deborah Carlson

**Minutes:** Minutes from the February 21, 2019 meeting and all reports submitted were reviewed and approved. Motion by: Debbie Marshall, Seconded by: John Phillips **Approved**

**Rule of Life Check-in:** Donna Andreo and John Phillips shared how praying the daily office is going in their daily routine.

**Leading God's People** (Chapter 2) - Stan Dellinger led a discussion about Chapter 2. Donna Andreo agreed to lead the discussion next month on Chapter 3.

**St. Helena Island Property:** Stan reported that the land still needs to be surveyed.

**Update of Parish Admin and Director of Music Searches:** Ashleigh Tayler has been hired as Parish Administrator. Her start date is April 23, 2019. A few people have interviewed or shown interest in the Music Director position. No one has been hired yet. April 7, 2019, is Laura Rosier's party to celebrate her service to our church. Father Charles met with choir members last Sunday to discuss the future of the programs being offered at St. Michael's.

**Ministry Area Check-Ins:**

**ELC** - Bob Keck reported that lockdown procedures were discussed and open house was scheduled but not well attended.

**Christian Formation** - Karen Pearson reported that more options are needed to make sure everyone's needs are being met.

**Stewardship** - Stan Dellinger reported that he wants to get a list of ministries that are offered and what each ministry does so that everyone is aware of what is available. He also discussed options to increase pledges. A more personalized touch would be beneficial for example - home visits, thank you cards, good contact list.

**Inreach/Outreach** - see committee report

**Parish Life** - Pie Sharpe reported that help was needed for the Agape meal. She also reported that breakfast would be served during Holy Week.

**Liturgy** - Rob Martin reported that a new lay minister needs to be appointed since Lonnie Rosier is no longer filling the position.

**Communication** - Father Charles reported that the website is on pause until after Easter. Libby Law will edit. Other website vendors are being investigated.

### **Strategic Planning Goal Review**

1. Ministry Execution - Pie Sharpe will send a list of ministries to Karen Pearson.
2. Administration
  - a. Security Plan - Jim reported that he met with Lori from the Forest Acres Police Department
  - b. Physical inventory - will start in April
3. Communications - see report
4. ELC Outreach - Becky Keck reported lockdown procedures for ELC. Door code can be turned off so that no one can enter the building. A camera by the front church office door is needed.

### **Recommendations from the Finance Committee**

1. Recommend acceptance of Mr. Tint proposal to install ASWF AR-Film on the windows of the Whitehead Chapel and on the two windows nearest the organ in the nave. Recommend that up to \$1,710 be authorized out of the Endowment to fund this. Motion by: Stan Dellinger, Seconded by Bob Keck. **Approved**
2. Recommend approval of the RSCM Scholarship proposal submitted by Pam Hair, RSCM Choir Director, by allocating up to \$1,080 from the Reserve Account to fund the proposal. Further recommend that the Mission Council, in conjunction with Pam Hair and Father Charles, Vicar, review the success of the proposal in October of 2019 and again in December of 2019. Motion by: Rob Martin, Seconded by: Karen Pearson **Approved**

3. Recommend acceptance of Aqua Seal proposal of \$725 to repair two leaks in the nave roof. Motion by: Stan Dellinger, Seconded by Carolyn McGay. Discussion: Paid through Reserve Fund **Approved**
4. Recommend approval of TEACH Scholarship as requested by Helen Kline, ELC Director, to pay for up to 5% of tuition and book costs (approx. \$60 per semester per participant) and a 2% raise for each participant who successfully completes a 3 semester contract. The SMAA ELC would be limited to a maximum of 3 participants at any given time. Motion by: Debbie Marshall, Seconded by: Stan Dellinger. Discussion: ABC requirements and ELC operating fund will provide payment. **Approved**
5. Recommend approval of a tuition increase, effective September 1, 2019, for the incredible Infants and Curious Young Toddler classrooms of \$5 per student per week. Further recommend increasing tuition discount offered to active members of SMAA to \$20 per week per child. The Vicar is to review the families who are receiving the discount to determine if they are active members. Motion by: Stan Dellinger, Seconded by: Debbie Marshall. Discussion: current discount and compared rates of other schools. **Approved**
6. Recommend going forward with proposal to convert the 4K classroom and the nursery into a dual purpose space with the understanding that the Mission Council, ELC Advisory Committee, ELC Director, and Vicar will establish a written covenant for the use and sharing of the dual purpose space. The agreement should include who is responsible for the costs of maintenance and routine cleaning of the new space and how the space will be scheduled to meet both ELC and parish needs. Recommend up to \$5,000 be authorized out of the Endowment to fund this. Motion by: Pie Sharpe, Seconded by: Donna Andreo. Discussion: Two quotes will be needed. Cleaning should be paid by ELC. Project should be completed in one week. Pie Sharpe and Bob Keck will contact Helen Kline to discuss this further. ELC advisory board will discuss this further as well. Church members need to be consulted before the ELC advisory board meets. **Approved**

**Financial Report (Becky Keck):** Becky reported that the ELC lost \$84. Pledges are down. Expenses are down. March is on track to meet budget. Auditors will be here April 29. Father Charles asked that the council pray about why pledges are down.

**Mission Council Concerns:**

1. Church floors look great!
2. CYT- the contractor hasn't finished work on the playground. Father Charles will take care of looking into this.

3. Heather Norris-Jones - emailed asking questions about Laura Rosier's departure. Father Charles reported that he met with Laura for coffee and they had a good visit. Debbie Marshall will email Heather with a response.
4. The chili cook-off was a great success (\$700 raised).
5. Next meeting will be April 25 (due to Holy Week services).
6. Jim Lawler reported on window tinting in the chapel.

The meeting was adjourned at 8:16 pm.

Sincerely,

Deborah Carlson