



# The Episcopal Church of St Thomas the Apostle

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## Monthly Vestry Meeting - Minutes July 16, 2024

### IN ATTENDANCE

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**Rector**

Father Christopher Thomas

**Ex-Officio Officers**

Joe DeuPree, Treasurer

Alberto Galué, Clerk

Rusty Rippamonti, Chancellor

**Vestry Members**

Alyssa Abadinsky

John Billingsley

Hampton Burwick

Janet Elsea - Senior Warden

Jami Mifflin

John Van Buskirk

### SUMMARY OF ACTIONS TAKEN AND SIGNIFICANT EVENTS

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- **Approval of Minutes of Prior Vestry Meeting of June 18, 2024**

### NARRATIVE

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**I. Call to Order and Opening Prayer****Fr. Christopher Thomas**

The meeting commenced promptly at 7:03 PM, led by Fr. Christopher Thomas, who opened with a prayer. Following the invocation, Fr. Christopher shared several updates regarding the pastoral care ministry and encouraged the community to offer more prayers for those in need.

First, Fr. Christopher informed the group about Lee Swift who suffered a heart attack over the weekend. Lee is currently at Medical City and his future steps remain uncertain. This news was met with concern, and Fr. Christopher emphasized the importance of keeping Lee in their thoughts and prayers.

Next, Fr. Christopher spoke about Haskell Newberry who recently underwent shoulder surgery. John is now in recovery, and while he remains private about his condition, the community was urged to support him in any way possible.

Fr. Christopher also updated everyone on Jerry Knight, who was hospitalized under the initial suspicion of needing an appendectomy. Jerry was discharged from the hospital today and is now at home recuperating.

Turning to Kenneth Goodwin, Fr. Christopher shared the difficult news that Kenneth has been battling terminal cancer and undergoing experimental treatments. Despite these efforts, Kenneth's condition has prompted his family to begin making final arrangements. This somber update highlighted the need for continued support and prayer for Kenneth and his loved ones.

On a more personal note, Alyssa Abadinsky shared the recent passing of her grandmother. She reflected on the grief and profound sense of loss, which served as a poignant reminder

of the mortality we all face. Fr. Christopher extended his condolences and spoke about the journey of life and the importance of community support during such times.

The meeting also addressed the practical matters of the pastoral care ministry. There are three upcoming funerals, and the pastoral care team is diligently preparing to provide the necessary support. Fr. Christopher noted that the team has been exemplary in their duties, offering compassion and care to those in need.

Lastly, the issue of office assistance was discussed. With Lee's uncertain recovery timeline, temporary help may be required to ensure the smooth operation of the office. Fr. Christopher reassured the group that plans are in place to manage the situation as they await more information on Lee's prognosis.

In closing this portion of the meeting, Fr. Christopher encouraged everyone to stay connected and continue supporting each other through simple acts of kindness, such as making a phone call, sending a card, or visiting someone in need. This portion of the meeting concluded with a shared sense of commitment to the community and a renewed focus on the power of collective care and prayer.

**II. Resource Person for Meeting**

**Alyssa Abadinsky**

**III. Prior Meeting Minutes Approval**

**Janet Elsea**

**Upon a motion by Hampton Burwick, seconded by Alyssa Abadinsky, the Vestry unanimously approved the minutes of the June 18, 2024 meeting with no changes suggested.**

A new procedure for handling Sunday offering receipts was introduced. Cash and checks should be placed in a bag and signed by the designated counter. Envelopes should be used to store the money, which should then be sealed and signed before being placed in a drawer to ensure a record is kept. Detailed guidance on this procedure will be provided at a later time.

There was a discussion about current procedures for handling deposits to minimize potentially fraudulent activity. The Vestry discussed having checks stamped with "Deposit Only to Saint Thomas Account." There was concern that this measure does not guarantee security or safeguards. To mitigate this risk, checks should be locked and signed for, ensuring proper endorsement and attention to detail.

**IV. Realm Connect Introduction/Train Session**

**Lee Swift, Administrative Assistant**

Lee Swift was unable to attend the meeting due to illness. He was scheduled to provide the Vestry with a training session on using Realm for communication. Since he was not present, Fr. Christopher recommended rescheduling the training for a later date.

**V. Finance Committee**

**Joe DeuPree**

Joe DeuPree reported that the financials are looking very good at the halfway point of the year. Year-to-date income revenue is slightly above budget, approximately \$2,400 more than anticipated. Overall, the financial situation is strong. However, there was an overspend on building and grounds maintenance, with a budget of \$7,500 but actual spending of \$10,000. This overspend may be associated with safety and fire alarms, with further details still pending. Outreach and social media expenses have been three times higher than budgeted for the year. While the church is meeting milestones for outreach work and various initiatives, there may be a need to allocate additional funds for advertising. Despite the higher expenses, the

total outreach spending remains within the overall budget. Joe DeuPree asked the Vestry if there were any questions, and there were none.

Rusty Rippamonti reported that a check for \$147,000 was received from the Bill Leazer estate. This is in addition to the \$12,000 received from an IRA owned by Bill Leazer, bringing the total received from the Leazer estate to \$159,000. To refresh the Vestry, the church also received \$5,000 from Ginger Reeder's insurance policy and \$3,000 from Christianne McKee's estate. The parish has received several generous legacy gifts, which is wonderful and should be publicized to the congregation.

The Finance Committee should discuss a legacy leaving strategy, including how to educate people about the process, track it, and promote it effectively. There could be a push to encourage participation, potentially through a special donor society or similar initiative, offering recognition and rewards for contributors.

The Vestry wants to remind the parish about making pledges or donations via stocks. Shelley Turner and Rusty Rippamonti could prepare a brief presentation on this, as it has been done before. Another couple in the parish recently made a gift via stocks, demonstrating that it is a viable option for donations.

There is a final financial committee issue to consider: how to manage the memorial fund and its investments. The Vestry should explore ways to optimize investments rather than leaving it idle.

Regarding Bob Walker's passing, the parish has done its best to advise his relatives. There was a delay with the cremation due to a missing death certificate. Joe DeuPree received an email from the crematory indicating the death certificate has been received.

## VI. Mission – Outreach Committee

Janet Elsea

- **School Supply Drive:** Supplies will be delivered on August 5th at 1:30 PM. If anyone has a truck available in August, they are encouraged to assist. The blessing of the supplies will take place on Sunday, August 4th. The list of supplies should be included in the newsletter this week. If there is no newsletter due to Lee Swift's absence, an announcement will be made.
- **Auction Funds:** A question was raised about whether the funds raised in the last dessert auction were utilized. The \$1,400 raised is targeted for school supplies and uniforms. Stephen Toon is currently exploring where the need is greatest.
- **Grant:** Grants will be given to "Dallas Responds" at Oaklawn United Methodist Church and to the Episcopal Diocese of West Texas Refugee and Migrant Ministries. These grants will support a migrant center that transports people from the border to San Antonio, provides English lessons, and helps with housing. The grants should be sent as soon as possible, given the uncertain future of the migrant situation.
- Additionally, it is important to confirm whether North Dallas Share Ministry is receiving payment this year, as these payments are sometimes overlooked. This should be checked with Lee Swift upon his return.
- **Blessing Bags:** There were 15 people from St. Thomas involved in preparing blessing bags at Cathedral of Hope.
- **Angel Tree:** Steve Toon will continue to manage the Angel Tree program this year. He does a good job, and it is essential to plan this in advance. Confirmation was given that everyone is agreeable to this plan.

## VII. Building and Grounds (B&G) Committee

Dan Hall

Dan Hall was not present due to illness. Joe DeuPree reported the replacement of the air conditioning unit for the south room, the office, and the sacristy. Joe and another individual had a brief conversation with Dan about arranging a meeting with the air conditioning professionals, including Ruthie and Fr. Christopher, who have handled the organization's air conditioning and heating needs in the past.

Three bids are required for the new unit. The church plans to send out requests for these bids. There may be opportunities to negotiate and reduce them further. The HVAC maintenance company currently used by the Parish is under consideration has a strong reputation and is the largest air and heating contractor in Dallas, known for their expertise.

## VIII. Guild Liaisons Reports

- **Acolytes/Eucharistic Ministers:** Jerry Knight – Not present
- **Eucharistic Visitors:** John Billingsley – Does not have anything to report
- **Altar Guild:** Rene Aguirre – Not present
- **Greeters/Ushers:** Hampton Burwick – The guild met on Monday, the 8<sup>th</sup>. Linda sent out an email for a meeting on August 4<sup>th</sup> during coffee hour to continue the Invite-Welcome-Connect (IWC) work. They will discuss ideas, their vision for the future, and their plans.

Hampton's plan includes meeting with all current participants to discuss how to proceed and determine who will continue. Given the small size of the congregation and the potential for overlapping roles, there may be opportunities for individuals to take on multiple roles, such as both reading and ushering.

- **Kitchen/Social:** Jami Mifflin – The kitchen requires a deep cleaning, including going through the closets in the parish hall. The guild members are encouraged to continue their efforts and ensure the kitchen is cleaned thoroughly before the next major event.
- **Lectors (Readers):** Alyssa Abadinsky – Planning to meet after the service
- **Music:** Janet Elsea – Does not have anything to report.

## IX. Rector's Report

Fr. Christopher Thomas

- **Update on IWC Ministry Work:** Fr. Christopher extended his gratitude to Hampton for providing an update on the IWC Ministry.
- **Formation Group:** The Fall Formation Committee will address the challenges posed by the current global situation and explore what Anglicanism has to say about these issues. The group will discuss how the Eucharist offers guidance and strength in navigating these challenges.
- **Planning Committee for Vestry Retreat 2025:** Details regarding the planning for the Vestry Retreat in 2025 were briefly reviewed. Further updates will be provided as planning progresses.
- **Update on Audit & Stewardship:** The Audit Committee is scheduled to meet this Saturday. Laura Giffin will assist with electronic records, eliminating the need to retrieve physical documents and thereby expediting the audit process.

The Stewardship Committee is finalizing plans for the upcoming campaign. They will determine the number of cards and letters required. The committee is currently ahead of

schedule and will meet in early September to finalize the mailing, which will be sent out in the subsequent weeks. The theme under consideration for this campaign is "Walk in Love."

- **Fall Kick-off (September 8):** Special Planning Special planning for the Fall Kick-off event, scheduled for September 8, was discussed. Further details will be provided as the event approaches.
- **Bishop's election:** Members who have not yet completed the diocesan survey regarding the bishop's election are encouraged to do so. Transparent completion of the survey is vital to ensure fairness in the election.

It has been reported a Diocesan Committee has identified four candidates through a comprehensive process, including interviews and presentations. The election at the Diocesan Convention will involve both clergy and lay delegates, representing their respective congregations. It is important to recognize that this process is a collective effort rather than a decision made by a few individuals.

The current bishop remains actively involved in the process, adding a notable dimension to the selection process.

**X. Resource Person for August 20, 2024 Meeting**

**Fr. Christopher Thomas**

Jami Mifflin

**XI. Compline & Dismissal**

**Fr. Christopher Thomas**

The meeting was closed with Compline by Fr. Christopher at 8:18 PM.

## **APPENDIX**

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- Vestry Meeting Agenda
- Vestry Meeting Minutes – June 18, 2024
- Realm Connect
- Balance Sheet – June 30<sup>th</sup>, 2024
- Income Statement – June 1<sup>st</sup> – June 30<sup>th</sup>, 2024
- June 30<sup>th</sup>, 2024 Letter – Re: Death of Robert K. ("Bob") Walker, Pending Memorial Service and Possible "Heirs at Law" to his Bob's Estate
- Mission and Outreach Committee – July 9, 2024
- Audit of the 2023 Discretionary Fund of Episcopal Church of St. Thomas the Apostle
- Mission and Outreach Committee – July 19, 2024
- The Baptismal Covenant
- Vestry, Ex-Officio Officers, Clergy & Staff, Endowment Fund Committee

**Meeting Minutes prepared by Alberto Galué, Clerk**



# The Episcopal Church of St Thomas the Apostle

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## Vestry Meeting Agenda

July 16, 2024  
South Room  
7:00 pm

“Through the intentional modeling of the baptismal covenant, the Vestry provides a foundation of leadership that promotes the active, vibrant, and transformational ministry of all.”

- *Purpose Statement of the 2024 Vestry*

- |   |                                     |
|---|-------------------------------------|
| I) Call to Order/Opening Prayer                           | The Rev. Christopher Thomas, Rector |
| II) Resource Person for Meeting                           | Alyssa Abadinsky                    |
| III) Prior Meeting Minutes Approval                       | Janet Elsea, Senior Warden          |
| IV) Realm Connect Introduction/Train Session              | Lee Swift, Administrative Assistant |
| V) Finance Committee – (15 min, June financials attached) | Joe DeuPree, Treasurer              |
| a.) Chancellor Updates                                    |                                     |
| VI) Mission - Outreach Committee – (15 min)               | Senior Warden                       |
| VII) B&G Committee – (15 min)                             | Dan Hall, Junior Warden             |
| VIII) Guild Liaisons Reports (10 min)                     |                                     |
| a) Acolytes/Eucharistic Ministers: Jerry Knight           |                                     |
| b) Eucharistic Visitors: John Billingsley                 |                                     |
| c) Altar Guild: Rene Aguirre                              |                                     |
| d) Greeters/Ushers: Hampton Burwick                       |                                     |
| e) Kitchen/Social: Jami Mifflin                           |                                     |
| f) Lectors (Readers): Alyssa Abadinsky                    |                                     |
| g) Music: Janet Elsea                                     |                                     |
| IX) Rector’s Report (30 min)                              | The Rector                          |
| a) Update on IWC Ministry Work                            |                                     |
| b) Planning Committee for Vestry Retreat 2025             |                                     |
| c) Updates on Audit & Stewardship                         |                                     |
| d) Fall Kick-Off (September 8) – Special planning         |                                     |
| e) Bishop’s election – Diocesan Survey                    |                                     |
| X) Resource Person for August 20, 2024 Meeting            | TBD                                 |
| XI) Compline  | The Rector                          |
| XII) Dismissal  | The Rector                          |



# The Episcopal Church of St Thomas the Apostle

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## Monthly Vestry Meeting - Minutes June 18, 2024

### IN ATTENDANCE

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**Rector**

Father Christopher Thomas

**Ex-Officio Officers**

Joe DeuPree, Treasurer  
Rusty Rippamonti, Chancellor  
(and taking minutes for absent Clerk)

**Vestry Members**

Alyssa Abadinsky  
Rene Aguirre  
John Billingsley  
Janet Elsea - Senior Warden  
Daniel Hall – Junior Warden  
Jerry Knight  
Jami Mifflin  
John Van Buskirk

### SUMMARY OF ACTIONS TAKEN AND SIGNIFICANT EVENTS

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- **Approval of Minutes of Prior Vestry Meeting of May 21, 2024**
- **Authorization for expenditure of up to \$1,000 for Cremation Expenses for Robert K. (Bob) Walker**
- **Amendment of Cash Management Policy regarding Counting and Depositing Sunday Morning Donations**

### NARRATIVE

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**I. Call to Order, Opening Prayer and Devotional Discussion** **Fr. Christopher Thomas**

The meeting was called to order at 7:03 pm by Fr. Christopher Thomas with a prayer. The attendees read together the Baptismal Covenant and a brief devotional discussion was held regarding which parts of the Sunday service have special meaning to each person.

**II. Resource Person for Meeting** **John VanBuskirk**

**III. Prior Meeting Minutes Approval** **Janet Elsea**

Upon motion by John VanBuskirk, seconded by Alysa Abadinsky, the Vestry unanimously approved the minutes of the May 21, 2024 meeting.

**IV. Finance and Budget Committee** **Joe DeuPree**

The treasurer Joe DeuPree reported that the results of the first 5 months of 2024 have been strong. Income is slightly above budget. Expenses with the exception of "Parish Life" categories are below budget. The budget loss to date is \$6,650. Considerably below the forecasted shortfall of \$28,030

Rusty as Chancellor reported that he had sent out a detailed email (included in the Vestry Packet) updating the Vestry on the death of Robert K. ("Bob") Walker and the status of his body and unfortunate situation that his will was never signed and that he now has an intestate estate with at least 7 "Heirs at Law." Bob had executed a valid "Disposition of Remains" document naming Joe DeuPree as a representative authorized to direct disposition of his body. Unfortunately, because he died intestate and the Parish is not a beneficiary under a valid will, there are no funds to proceed with cremation of Bob's body. Joe suggested that we might make an appeal to the parish to pay the estimated \$1,000 cost of cremation. Rusty as Chancellor explained that the cost of cremation is a valid expense chargeable to the Estate and they when the heirs at law open a probate action the Parish as a creditor can file a request for reimbursement of the cremation expenses

**Janet Elsea moved that "The Vestry authorizes expenditure of up to \$1,000 for cremation expenses for Robert K. Walker in view of the fact that Bob was a long-time member in good standing of St. Thomas and a longtime contributor of record to St. Thomas and that the Chancellor be directed to seek reimbursement of the cremation expenses from Bob's estate at the appropriate time. The motion was seconded by John VanBuskirk and passed unanimously.**

It was suggested by the Rector and agreed to by general consensus of the Vestry that because the Parish will seek reimbursement of the \$1,000 cremation expense that the \$1,000 be charged to an account receivable and then cleared from books when the reimbursement is received.

Joe proposed an amendment to the Cash Management Policy regarding counting and deposit of funds collected on Sunday mornings. (see Attachment). A general discussion was held regarding the origin of the current Sunday morning counting cash management policy and the proposal for revisions, and it was suggested to purchase a drop box to be used in the proposed new cash management procedure. Rusty suggested that the received checks be stamped "For Deposit Only" on Sunday morning before being placed in the drop box as additional impediment to any potential fraudulent endorsement and attempt to fraudulent cash such checks. **John VanBuskirk moved, and Jerry Knight seconded the Parish Cash Management Procedure be amended as proposed by the Finance committee with the addition of a drop box and "For Deposit Only" endorsement of checks. The motion passed unanimously.**

**V. Mission – Outreach Committee**

**Janet Elsea**

Janette reported that the Elm Thicket Juneteenth event was attended by 14 persons from St. Thomas and that St. Thomas provided bottled water to event participants. Janet indicated the pillowcase sewing event will take place on June 22 wherein parishioners make special pillowcases for children in Child Protective Services. The Blessing Bag event will take place at Cathedral of Hope on July 13 wherein the attendees make blessing bags for homeless persons.

**VI. Building and Grounds (B&G) Committee**

**Dan Hall**

Dan reported the storm drains have been cleaned and some pipes are crushed but will be repaired. Roof repairs regarding sealing and caulking will begin when the contractor is available. Dan is looking into repair of the water fountains in the parish hall. The city has repaired the water leak upstream of our domestic water meter located on Mockingbird.

**VII. Guild Liaisons Reports**



- Acolytes/Eucharistic Ministers: Jerry Knight reported Michael Legacy still looking for additional crucifers
- Eucharistic Visitors: John Billingsley - No Report
- Altar Guild: Rene Aguirre - No Report
- Greeters/Ushers: Hampton Burwick - Absent- No Report
- Kitchen/Social: Jami Mifflin reported that the nursery has been cleaned. The kitchen will have an inventory taken soon. A deep cleaning of Kitchen will need to be scheduled.
- Lectors (Readers): Alyssa Abadinsky - No report
- Music: Janet Elsea reported that the Doubter's Life Wednesday evening event was a great success and will be continued.

### **VIII. Rector's Report**

**Fr. Christopher Thomas**

- "Invite-Welcome-Connect" - Hampton Burwick has been added to the committee. Hampton has volunteered to work on training the greeters and ushers to incorporate Invite-Welcome-Connect.
- Shelley Turner has volunteered to lead efforts for "Children's Formation" (formerly known as "Sunday School")
- September 8 will be kick off for parish programs and Invite-Welcome Connect will be embedded in all programs to the extent possible
- Realm will be used for communication and record keeping of Parish ministries/programs and Lee Swift will provide training for Realm.
- Hampton is leading the Audit Committee
- The Vestry retreat will be February 2025 and Janet Elsea volunteered to work on details of the retreat
- More Doubter Live events will be scheduled
- Rector Vacation June 26 – July 11

### **IX. Stewardship Committee**

**John VanBuskirk**

In gathering Sunday will be October 20, 2024. The committee is John VanBuskirk, Joe DeuPree, Linda VanBuskirk, and Kathy Carstens and possible additional 2 members. The committee will meet prior to in-gathering to mail out stewardship letters and meet after in gathering to telephone members who have not pledged.

### **X. Book Club**

**John Billingsley**

John reported on the meeting of the group reading the book *The Artist's Way: A Spiritual Path to Higher Creativity*. There were a number of persons participating that are not members of St. Thomas.

### **XI. Resource Person for April 16, 2024 Meeting**

**Fr. Christopher Thomas**

Alysa Abadinsky

## **XII. Compline**

**Fr. Christopher Thomas**

The meeting was closed with Compline at by Fr. Christopher at 8:40 PM.

## **APPENDIX**

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- Vestry Meeting Agenda
- Vestry Meeting Minutes – May 21, 2024
- Budget and Finance Committee Report
- Balance Sheet – May 31, 2024
- Income Statement – May 1 – May 31, 2024
- Special Funds Report May 1 – May 31, 2024
- Chancellor's Email: Subject - Bob Walker's Death and Estate
- Mission and Outreach Committee Report of June 11, 2024
- Sermon from June 16, 2024
- Water usage Report – Lee Swift
- Proposed Plan for Handle Sunday Offerings
- The Baptismal Covenant
- Vestry, Ex-Officio Officers, Clergy & Staff, Endowment Fund Committee Listing

**Meeting Minutes taken by Russell Rippamonti on behalf of Alberto Galué, Clerk**



# Realm Connect

*A complete church solution for your staff, pastors, lay leaders, and congregation.*

Churches use Realm Connect to equip every person in the church - administrative staff, pastors, lay leaders, and the overall congregation - so they can be better informed, better connected, and ready to help grow your ministry.

Problem to Solve:	Realm Connect Solution:
Administration needs a solution for managing every aspect of their church.	Administrative staff use Realm Connect to manage every detail needed to operate your church effectively. Whether it's managing your membership information, adding contributions, managing payroll and accounting, activating online giving, running in-depth reports, screening staff and volunteers and more, Realm Connect equips administrative staff with the tools they need for effective, whole church management.
Pastors need tools to better understand their ministry.	A pastor's job is never done. That's why they use Realm Connect to access detailed ministry insights, such as giving trends and demographics through dashboards. They also have access to Realm Shepherd - an app built specifically for pastors - which allows them to view details about their congregation, their discipleship journey, and more, even when pastors are away from the church.
Lay leaders need to be equipped with tools to manage their small groups, volunteer, and more.	Realm Connect was built to help support the needs of your lay leaders. Lay leaders have access to manage the details of their small groups such as the roster and communications, oversee discipleship tracks and help shepherd your congregation, and manage volunteer teams, create schedules, and more.

### Realm Connect Advantages:

- Realm Connect can be accessed by staff, pastors, and the congregation from any location with an internet connection, allowing for church to happen anywhere, any time.
- Staff can utilize Realm Connect as a total solution to manage the day-to-day needs of your church, including finances, events from small to large, reports and metrics, member records, user permissions, and more.
- Pastors can access ministry insights through dashboards in Realm Connect and view important congregant details such as membership information, discipleship tracking, and more through the Realm Shepherd mobile app.
- Congregants can use both Realm Connect as well as the Realm Connect mobile app to update their profile information, manage their volunteer experience, view any current or future events or serving opportunities, communicate with their small groups or other individuals, give online, and more.
- Lay leaders can use both Realm Connect as well as the Realm Connect mobile app to manage and communicate with their small groups, manage their volunteer teams, oversee certain discipleship tracks, and more.

### Key Features for Pastors:

- Access ministry insights through dashboards
- Shepherd the congregation through their journey of discipleship
- Communicate important information to your entire congregation
- Access the Realm Shepherd mobile app for better pastoral care
- Stream your worship services

Problem to Solve:	Realm Connect Solution:
<p>Congregations need tools to better engage with your church and each other.</p>	<p>Gone are the days of your congregation engaging purely with your church through mailing inserts. Church members want a proactive approach to feel connected with your church and engaged in your culture. With Realm Connect, your church members can stay connected with everything that's happening in your church through the Realm Connect mobile app. They'll receive all your communications, be able to communicate with pastors or small groups when needed, give online, manage their volunteer experience, and more.</p>
<p>Church leaders need to effectively communicate with their congregation in more ways than just email.</p>	<p>Good communication is a key indicator of healthy relationships, and your church's relationship with your congregation is no different. With Realm Connect, your church is able to communicate everything that's important...when it's important. From important volunteer needs, streaming worship services, or communicating events big or small, Realm Connect helps you communicate everything you need to your congregation. Best of all, your congregation can set their own communication preferences, such as text, email, or in-app notifications, so they'll always get your message the way that's most comfortable for them.</p>
<p>Overseeing multiple systems within a church leads to duplicate work and third-party integrations that must be managed.</p>	<p>Lots of church management softwares (ChMS) claim to be a "total solution," but is that really true when staff have to manage several third-party integrations, many with added costs? Not with Realm Connect. Realm Connect really is a total solution. Everything your church needs is found within Realm; accounting and payroll, analytics, member, volunteer, group, and event management, communications for staff and the congregation, mobile apps, discipleship tracking, online giving, background checks, and so much more.</p>

Learn more about how Realm Connect can help provide your staff, pastors, lay leaders and congregation with whole church management. Find out more at [acstechnologies.com/realm/plans/connect/](https://acstechnologies.com/realm/plans/connect/)

**Key Features for Staff:**

- Manage your entire congregation's records
- Provide online giving for your congregation
- Manage all contributions, including online, cash, checks, and other donations
- Manage Realm Accounting and Payroll
- Post important volunteer opportunities
- Create up to 75 custom fields for better management of records
- Run detailed, pre-defined reports about your membership, giving, and more
- Create on-the-fly reports based on information in your database
- Provide staff with the proper administrative rights and permissions
- Run background checks on staff and volunteers

**Key Features for Lay Leaders:**

- Oversee individual discipleship tracks
- Manage and communicate with small groups or volunteer teams
- Create and share volunteer schedules
- Manage small group events or meetings
- Mark attendance for small groups

**Key Features for Congregants:**

- Stay engaged with the Realm Connect mobile app
- Update personal information and serving preferences
- Communicate with small groups, pastors, or other congregants
- Find new events or serving opportunities
- Give one time or set up recurring giving online, through the Realm Connect mobile app, or via text
- View giving and pledge history and create new pledges
- Set communication preferences such as email, in-app notifications, or via text

The Episcopal Church of St. Thomas the Apostle  
**Balance Sheet**

As of: Jun 30th 2024 | Includes Open Transactions

**Assets**

Current Assets

Cash

1013 Inwood National Bank	134,977.56
1014 Inwood Bank-Operating	22,277.27
1015 Inwood Nat'l Bank-RMF	4,586.35

Total Cash	161,841.18
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Total Current Assets	161,841.18
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Investments

1045 Episcopal Foundation of Dallas	355,767.29
1050 Fidelity	117,167.50

Total Investments	472,934.79
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Prepaid Expenses

1095 Prepaid Expenses	8,403.00
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Total Prepaid Expenses	8,403.00
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<b>Total Assets</b>	<b>\$ 643,178.97</b>
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**Liabilities & Net Assets**

Liabilities

Current Liabilities

Accounts Payable

2220 Employee Pension Deduction	172.80
2399 Income/Expense Clearing	8,267.59

Total Accounts Payable	8,440.39
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Total Current Liabilities	8,440.39
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Deferred Revenue

2405 Prepaid Pledges	13,500.00
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Total Deferred Revenue	13,500.00
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Total Liabilities	21,940.39
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Net Assets

Fund Balance

3000 General Fund	773.64
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Total Fund Balance	773.64
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Temp Restricted-Church Designated

3005 Flower Fund	2,394.78
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3010 Reserve Fund	18,735.11
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3020 Mission Outreach	6,543.39
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3030 Rector's Speaker Fund	13,295.81
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3040 Rector's Ministry Fund	6,647.95
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3060 Memorial Fund	124,221.27
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Total Temp Restricted-Church Designated	171,838.31
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Perm Restricted

3050 Capital Improvement	535.74
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3070 Columbarium Fund	3,128.72
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3090 Endowment Fund	317,198.61
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3091 Knight-Flake Organ/Garden Fund	59,877.82
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3093 Ewing House	( 1,112.62 )
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3094 Ron Wilkenson Garden Color	1,000.00
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Total Perm Restricted	380,628.27
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Temp Restricted-Accum Surplus	
8998 Investments Mark To Mkt	67,998.36
Total Temp Restricted-Accum Surplus	67,998.36
Total Net Assets	621,238.58
<b>Total Liabilities &amp; Net Assets</b>	<b>\$ 643,178.97</b>

The Episcopal Church of St. Thomas the Apostle  
**Income Statement**

Date Range: Jun 1st 2024 - Jun 30th 2024 | Includes Open Transactions

Accounts	Actual Jun 01, 2024 - Jun 30, 2024	Actual This Year Year to Date	Budget This Year Year to Date	Annual Budget This Year Year
<b>Revenues</b>				
General Receipts				
4000 Pledge Income	27,692.00	162,512.15	160,897.02	321,794.00
4010 Plate Income	80.00	1,250.25	2,500.02	5,000.00
4012 Non pledged donations	755.00	3,741.21	2,500.02	5,000.00
4092 Easter	0.00	540.00	0.00	0.00
Total General Receipts	28,527.00	168,043.61	165,897.06	331,794.00
Other Income				
4030 Interest Income	30.98	201.21	1,000.02	2,000.00
4040 Other Income	0.00	77.22	250.02	500.00
4120 Budgeted trans-Special Outreach	0.00	0.00	0.00	4,654.14
Total Other Income	30.98	278.43	1,250.04	7,154.14
Misc Income				
4020 Building Use	200.00	1,999.42	750.00	1,500.00
Total Misc Income	200.00	1,999.42	750.00	1,500.00
<b>Total Revenues</b>	<b>\$ 28,757.98</b>	<b>\$ 170,321.46</b>	<b>\$ 167,897.10</b>	<b>\$ 340,448.14</b>
<b>Expenses</b>				
Personnel Expenses				
5000 Rector-Stipend & taxes	8,333.34	50,000.04	49,999.98	100,000.00
5002 Rector-Pension	1,500.00	9,000.00	9,000.00	18,000.00
5003 Rector- Benefits	1,182.00	7,324.40	7,500.00	15,000.00
5004 Rector- Travel & Telephone	0.00	104.10	1,999.98	4,000.00
5006 Rector-Continuing Ed	0.00	300.00	499.98	1,000.00
5009 Rector-Miscellaneous	26.32	115.49	499.98	1,000.00
5020 Supply Clergy	250.00	750.00	400.02	800.00
5030 Parish Admin	1,977.60	12,854.40	12,855.00	25,710.00
5035 Organist	2,083.33	12,499.98	12,499.98	25,000.00
5037 Supply Musician	150.00	975.00	1,000.02	2,000.00
5039 Payroll Taxes	329.80	2,058.23	1,939.98	3,880.00
5040 Lay Staff-Pension	177.98	1,156.89	1,156.98	2,314.00
5041 Lay Staff- Continuing Ed	0.00	0.00	750.00	1,500.00
5042 Audio Visual Svcs	250.00	1,550.00	1,500.00	3,000.00
5105 Managing Financial Reports	700.00	3,950.00	4,125.00	8,250.00
Total Personnel Expenses	16,960.37	102,638.53	105,726.90	211,454.00
Office Expense				
5100 Office Supplies & Paper	69.83	842.31	1,500.00	3,000.00
5102 Office Equipment Maint	0.00	2,361.01	1,750.02	3,500.00
5104 Technology	202.81	1,736.51	1,999.98	4,000.00
5106 Postage	54.40	371.73	750.00	1,500.00
5107 Bank & Paychex Charges	26.03	307.17	1,000.02	2,000.00
5108 Credit Card Donation fees	(49.18)	1,229.59	1,000.02	2,000.00
5109 Miscellaneous	0.00	155.07	150.00	300.00
Total Office Expense	303.89	7,003.39	8,150.04	16,300.00
Insurance				
5110 Property & Liability Ins	1,829.33	9,928.24	10,200.00	20,400.00

Accounts	Actual Jun 01, 2024 - Jun 30, 2024	Actual This Year Year to Date	Budget This Year Year to Date	Annual Budget This Year Year
Total Insurance	1,829.33	9,928.24	10,200.00	20,400.00
Worship Expense				
5120 Altar Supplies	139.75	343.92	1,000.02	2,000.00
5125 Organ/Piano	0.00	0.00	499.98	1,000.00
5127 Choir Music Supplies	212.10	569.79	250.02	500.00
Total Worship Expense	351.85	913.71	1,750.02	3,500.00
Parish Life Exp				
5130 Convention	0.00	433.50	225.00	450.00
5131 Christian Education	4.99	120.52	250.02	500.00
5132 EPN Membership Dues	0.00	0.00	375.00	750.00
5133 Vestry Retreat/Other	0.00	1,029.56	600.00	1,200.00
5134 EPN Conference	0.00	2,356.21	1,500.00	3,000.00
5135 Social	0.00	180.69	1,000.02	2,000.00
5136 Coffee	92.13	283.31	400.02	800.00
5137 Parish Life Other Exp	31.25	514.04	499.98	1,000.00
5138 Choir Dinner	0.00	0.00	100.02	200.00
5139 Vestry	0.00	20.00	499.98	1,000.00
Total Parish Life Exp	128.37	4,937.83	5,450.04	10,900.00
Buildings & Grounds				
5140 Custodial Supplies	0.00	269.39	250.02	500.00
5144 Capital Improvement Exp	0.00	0.00	2,500.02	5,000.00
5145 Maint-Bldgs & Equipment	1,984.43	4,807.20	5,749.98	11,500.00
5147 Janitorial Service	824.00	4,944.00	6,400.02	12,800.00
5148 Maint-Grounds	4,920.00	10,215.00	7,500.00	15,000.00
5149 Pest Control	0.00	480.00	1,000.02	2,000.00
Total Buildings & Grounds	7,728.43	20,715.59	23,400.06	46,800.00
Utilities				
5150 Telephone & Internet	281.76	2,062.41	2,500.02	5,000.00
5152 Electricity	1,005.80	4,098.40	6,000.00	12,000.00
5154 Water & Sewer 6525	288.21	1,521.24	2,500.02	5,000.00
5155 Water- 6529	224.89	1,881.49	7,500.00	15,000.00
5156 Natural Gas	132.00	778.40	1,425.00	2,850.00
5158 Safety, Security, & Fire Alarms	209.76	4,296.73	3,499.98	7,000.00
5159 Waste services	308.95	1,823.12	1,999.98	4,000.00
Total Utilities	2,451.37	16,461.79	25,425.00	50,850.00
Outreach				
5160 Stewardship	0.00	0.00	250.02	500.00
5162 Advertising/Welcoming	0.00	508.55	1,000.02	2,000.00
5164 Social Media/Web	633.00	2,716.00	1,000.02	2,000.00
5165 Diocesan Assessment	2,555.34	15,332.04	15,331.98	30,664.00
5179 Outreach Expenses	0.00	0.00	1,350.00	2,700.00
5180 Outreach Grants	0.00	0.00	2,500.02	5,000.00
Total Outreach	3,188.34	18,556.59	21,432.06	42,864.00
<b>Total Expenses</b>	<b>\$ 32,941.95</b>	<b>\$ 181,155.67</b>	<b>\$ 201,534.12</b>	<b>\$ 403,068.00</b>
<b>Net Total</b>	<b>( \$ 4,183.97 )</b>	<b>( \$ 10,834.21 )</b>	<b>( \$ 33,637.02 )</b>	<b>( \$ 62,619.86 )</b>



The Episcopal Church of St. Thomas the Apostle  
**Special Funds**

Date Range: Jun 1st 2024 - Jun 30th 2024 | Includes Open Transactions

Accounts	Beginning Balance	Income	Expense	Ending Balance
<b>Restricted Net Assets</b>				
Temp Restricted-Church Designated				
01-3005 Flower Fund	2,925.53	375.00	905.75	2,394.78
01-3010 Reserve Fund	18,735.11	0.00	0.00	18,735.11
01-3020 Mission Outreach	6,543.39	0.00	0.00	6,543.39
01-3030 Rector's Speaker Fund	13,295.81	0.00	0.00	13,295.81
01-3040 Rector's Ministry Fund	6,270.59	470.00	92.64	6,647.95
01-3060 Memorial Fund	125,804.27	0.00	1,583.00	124,221.27
Total Temp Restricted-Church Designated	173,574.70	845.00	2,581.39	171,838.31
Perm Restricted				
01-3050 Capital Improvement	535.74	0.00	0.00	535.74
01-3070 Columbarium Fund	3,128.72	0.00	0.00	3,128.72
01-3090 Endowment Fund	317,198.61	0.00	0.00	317,198.61
01-3091 Knight-Flake Organ/Garden Fund	59,877.82	0.00	0.00	59,877.82
01-3093 Ewing House	( 1,112.62 )	0.00	0.00	( 1,112.62 )
01-3094 Ron Wilkenson Garden Color	1,000.00	0.00	0.00	1,000.00
Total Perm Restricted	380,628.27	0.00	0.00	380,628.27
Temp Restricted-Accum Surplus				
01-8998 Investments Mark To Mkt	63,943.57	4,054.79	0.00	67,998.36
Total Temp Restricted-Accum Surplus	63,943.57	4,054.79	0.00	67,998.36
<b>Total Restricted Net Assets</b>	<b>\$ 618,146.54</b>	<b>\$ 4,899.79</b>	<b>\$ 2,581.39</b>	<b>\$ 620,464.94</b>



# The Episcopal Church of St Thomas the Apostle

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June 30, 2024

Re: Death of Robert K. (“Bob”) Walker, pending memorial service and possible “Heirs at Law” to his Bob’s Estate

David Kenneth Depmore  
141 Blue Oak Boulevard  
San Marcos, TX 78666  
512-560-4128

Daniel Benjamin Depmore  
19655 Orviento Dr.  
Trabuco Canyon, CA 92679  
949-233-0667

Patricia Gilleland McCarty  
3801 Greentrails South  
Austin, TX 78731  
512-345-5440

Barbara Jean Hedlund  
5208 Scarborough Lane  
Dallas, TX 75287  
972-989-0609

Josh Hilscher  
11 Alden Avenue NW #44  
Atlanta, GA 30309

Matt Hilsher  
1110 E. Corconi, NW  
Phoenix, AZ 85022

Michale Glen Harris  
5225 Camp Bowie #111  
Fort Worth, TX 76107  
817-522-8892

Dear Relatives of Robert K. (“Bob”) Walker:

**Robert K. (“Bob”) Walker was born 12/21/41 and died on or about 5/25/24 in Dallas County.** Bob was a long-time member in good standing and contributor to the Episcopal Church of St. Thomas the Apostle in Dallas. As you may know, Bob had no children or siblings and no surviving parents or aunts and uncles. The parish assisted Bob with rides to medical care and in other ways in the last years of his life.

**Disposition of Remains and Memorial service:** Bob executed a valid Disposition of Remains document prepared by an attorney appointing Mr. Joe DeuPree a member of St. Thomas as an authorized representative. Bob’s last illness was treated at Parkland hospital and Bob died at a hospice care facility here in Dallas. Mr. DeuPree, under authorization from the above referenced document, has claimed the body and in accordance with Bob’s instructions, has arranged for his cremation. The Parish will have a memorial service and Bob’s ashes will be interred in a previously purchased columbarium niche in the Parish church sanctuary. St Thomas will pay the upfront cost of approximately \$850 for the cremation and will file for reimbursement for the cremation expenses from Bob’s Estate.

**Draft Will:** Bob hired an attorney to draft a will. Pursuant to instructions from Bob, the attorney provided on July 8, 2023, a draft will leaving Bob’s estate to St. Thomas. Bob executed an ancillary Medical POA, a Durable POA and the Disposition of Remains documents in 2023. However, Bob never executed the draft will. A copy of the draft will as prepared was recently located in Bob’s home and has some minor mark-up changes in Bob’s handwriting. It appears that Bob was trying to make very minor revisions to the draft will.



# The Episcopal Church of St Thomas the Apostle

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**Previous 1972 Will:** We located in Bob's home a 1972 properly executed will by Bob. He named two beneficiaries: his mother Dorothy Lee Gilleland Walker and his former partner Charles Robert Manning. Both beneficiaries are now deceased. Therefore, that will cannot pass title to anything to these deceased named beneficiaries because they died before Bob. Pursuant to the requirements of Texas Estates Code 252.201 we have turned over this old will to the clerk of the Probate Court in Dallas County for safe keeping. Turning the will over does not start the probate process.

**Intestate Estate:** Since the draft will was never executed and the beneficiaries of the 1972 Will are all deceased, it is **likely that Bob will be considered to have died intestate without a will and his "heirs at law" under the statutory probate laws of Texas will receive the net proceeds of his estate.** We have done some very brief genealogy, and it is possible that some or all of you to whom this letter is addressed may be "Heirs at Law" to the Estate of Robert K. Walker. ***We are providing this information to you as a courtesy and accept no responsibility for the accuracy of the information. We suggest that you each individually or collectively hire a qualified estate attorney familiar with Texas probate laws and intestate succession.***

**Information on possible "Heirs at Law" for the Intestate decedent person Bob Walker:**

Enclosed is a possible family tree showing Bob's maternal and paternal family lineage. Per Texas Estates Code Chapter 201.001(f), if a person dies without a valid will and has no children or siblings or surviving parents, then the following is one interpretation of the descent and distribution of the estate: "The estate is divided into two moieties, one for the person's paternal relatives and the other for the person's maternal relatives. Therefore, it is possible that the following will be the percentage ownership of various living relatives of Bob Walker. Note: Estates code 201.101 might apply and might slightly modify the ownership percentages on the maternal line. A qualified estates attorney should be able to clarify the exact ownership.

**A. Paternal Line**

Bob's father had a brother, Jack Kennerth Walker, who is dead and who had no children and a sister Mary Louise Walker married to Daniel Depmore. It appears that Mary Louise had 2 sons. Therefore, Bob's first cousin **Danel Benjamin Depmore Jr. might inherit  $1/2 \times 1/2 = 1/4$**  of Bob's estate and his brother **David Kenneth Depmore might inherit  $1/2 \times 1/2 = 1/4$**  of Bob's estate.

**B. Maternal line**

Bob's mother had a brother and 2 sisters. The brother William Grayson Gilleland and his wife Doris Alexaner had 2 daughters. **Bob's cousin Patricia Gilleland McCarty might inherit  $1/2 \times 1/3 \times 1/2 = 1/12$  and Bob's cousin Barbara Jean Hedlund might inherit  $1/2 \times 1/3 \times 1/2 = 1/12$ .**



# The Episcopal Church of St Thomas the Apostle

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A first sister Margaret Bell Gilleland married Louis John "Jay" Hilscher and had one child John Stephen Hilscher (Bob's first cousin) who died in 2012 and left 2 children **Bob's first cousin once removed Josh Hilscher might inherit  $1/2 \times 1/2 \times 1/3 = 1/12$  and Bob's first cousin once removed Matt Hilscher might inherit  $1/2 \times 1/3 \times 1/2 = 1/12$ .**

A second sister Bonnie Marie Gilleland married Joseph Wheeler Harris and had one son **Bob's first cousin Michael Glen Harris who might inherit  $1/2 \times 1/3 = 1/6$**

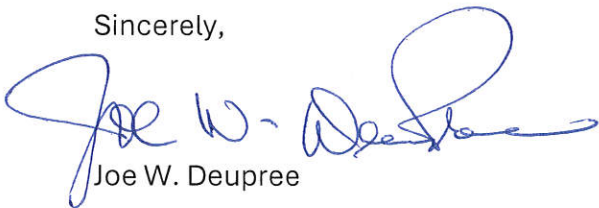
**In summary, there are 7 likely potential heirs (5 first cousins and 2 first cousins once removed).**

**Total value of Estate:** We are not sure what the value of Bob's Estate. His condominium might be worth \$225,000 (after sale expenses) and there appears to be a \$74,000 life insurance policy. We are not sure about any bank or savings accounts or IRA accounts. **This is an estimate, and we accept no liability regarding the accuracy of this estimate.** The total estate might be worth about \$300,000 before attorney's fees and costs. However, we recommend you as potential heirs work with an estate attorney to ascertain the assets and liabilities of his estate.

St. Thomas was an important part of Bob's life and St. Thomas assisted Bob in his later years. **We will send you another letter advising you when the date for Bob's memorial service is scheduled.** We hope you will be able to attend.

Bob told several persons at St. Thomas on numerous occasions that he was leaving his estate to St. Thomas. He hired an attorney that drafted a will leaving his estate to St. Thomas, but as noted above Bob did not execute that or any other will subsequent to the 1972 Will. Please know that St. Thomas would appreciate gifts of any portion of Bob's estate and or monetary gifts from any of Bob's heirs at law. We understand that any such gifts are at the complete discretion of each heir at law.

Sincerely,



Joe W. Deupree

Treasurer for St. Thomas



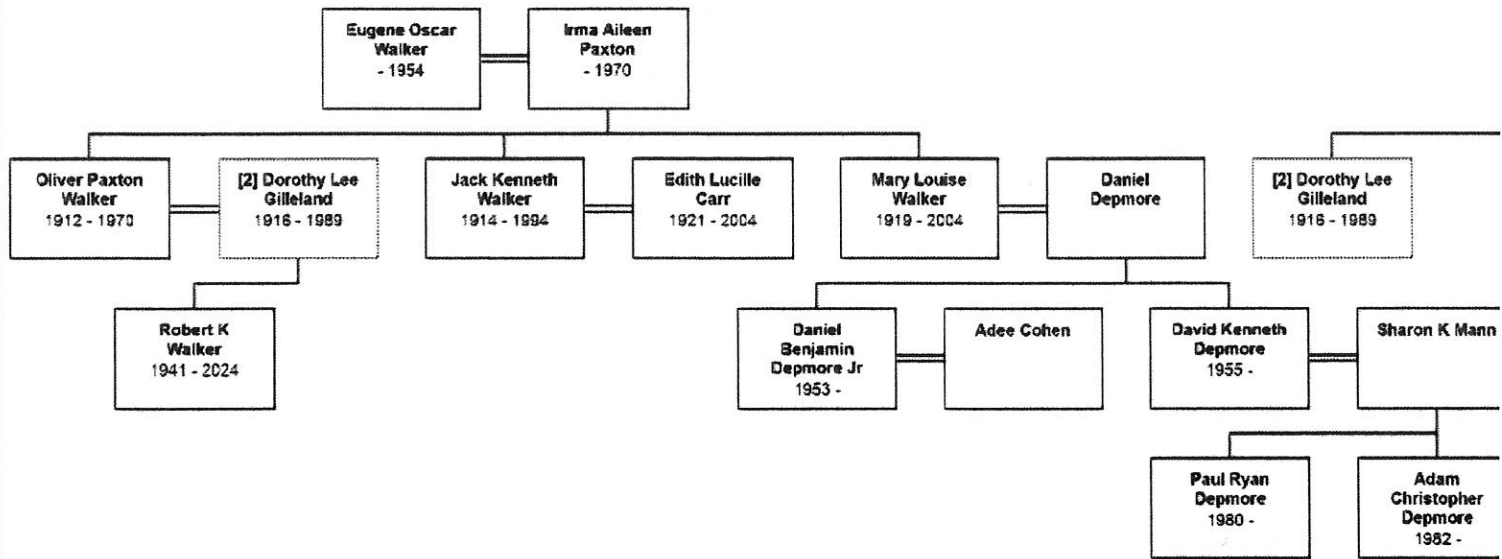
Russell N. Rippamonti, Esq.

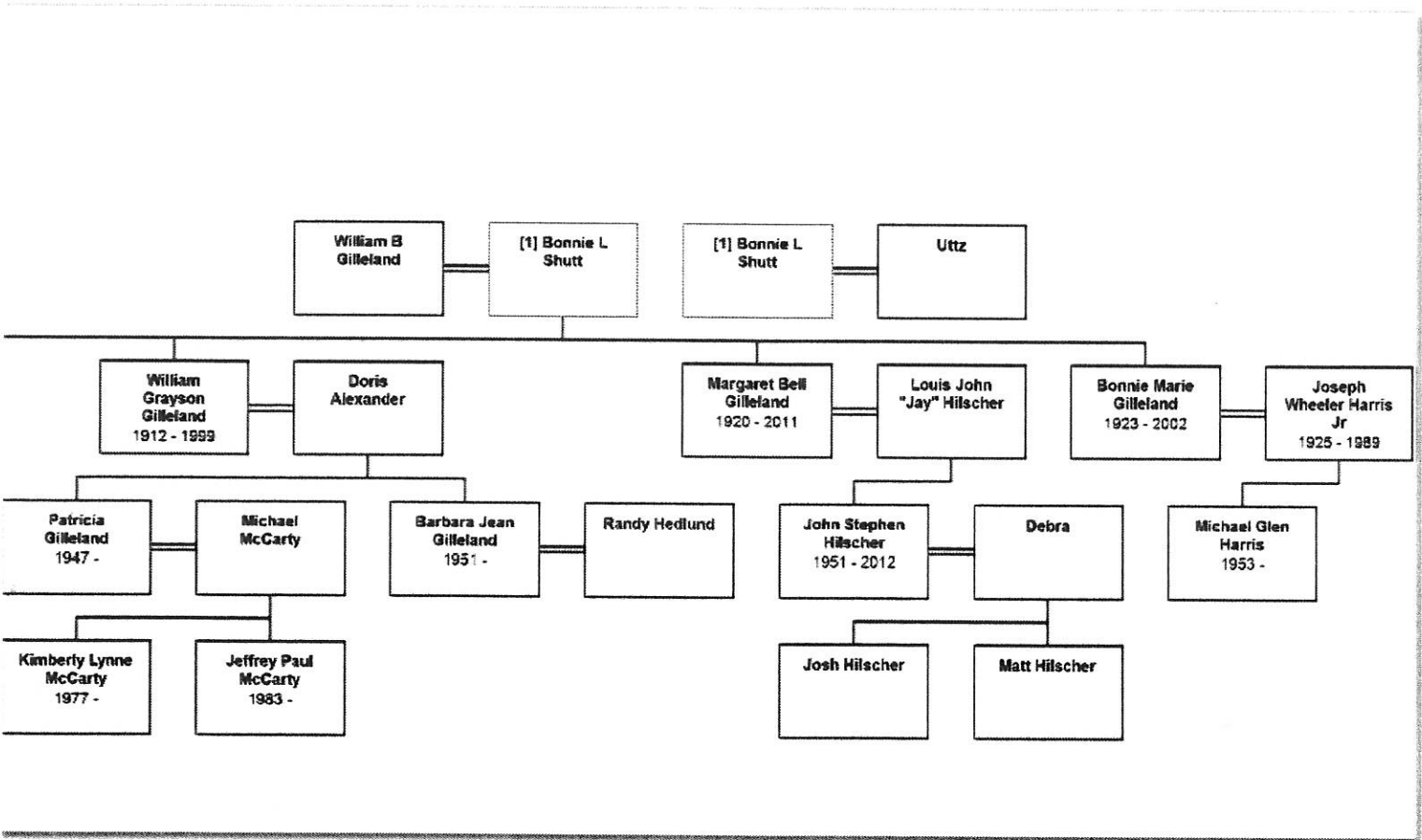
Chancellor for St. Thomas

Enclosure: Family Tree for Bob Walker

cc: Fr. Christopher Thomas, Rector of St. Thomas  
Vestry of St. Thomas

# Extended Family Chart for Robert K Walker





## Mission and Outreach Committee

July 9, 2024

Attendees: Virginia Holleman, Stephen Toon, Alyssa Abadinsky, Janet Elsea

1. School Supplies for KB Polk Center for Academically Talented and Gifted and other students in the Elm Thicket/NorthPark neighborhood will be handed out at the KB Polk Recreation Center from 3:00 to 6:00 pm on August 9<sup>th</sup>. Volunteers to assist would be welcome. Also, volunteers to help stuff backpacks in the days leading up to the 9<sup>th</sup> are needed as well.
2. The committee voted to donate the approximately \$1400 raised at our recent dessert auction to either the KB Polk Rec Center or to the school to assist them with school supply or school uniform needs. Stephen Toon is researching where the need is greatest.
3. The committee voted to award our grants this year as soon as possible to:
  - a. Oak Lawn UMC's "Dallas Responds," their migrant welcoming center ministry
  - b. The Episcopal Diocese of West Texas Refugee and Migrant Ministries
  - c. Elevate Dallas, center for uplifting urban youth
  - d. Gateway of Grace, center for embracing and empowering refugee families in Dallas.
4. The Blessing Bag event at Cathedral of Hope on July 13 had **fifteen** volunteers representing The Episcopal Church of St. Thomas the Apostle!



EPISCOPAL CHURCH OF  
ST. THOMAS THE APOSTLE

6525 Inwood Road  
Dallas, Texas 75209

VESTRY

Alyssa Abadinsky

Rene Aguirre

John Billingsley

Hampton Burwick

Janet Elsea

Dan Hall

Jerry Knight

Jami Mifflin

John Van Buskirk

EX-OFFICIO OFFICERS

Joe DeuPree

Rusty Rippamonti

Wynne Voorhees

CLERGY & STAFF

Laura Giffin

Joe Henry

Virginia Holleman

Andy McCarthy

Jennifer Smith

Steve Sprinkle

Lee Swift

Christopher Thomas

Stephen Waller

ENDOWMENT FUND COMMITTEE

Keith Carney

Paul McCright

Wynne Voorhees

# The Baptismal Covenant

## A Prayer for Daily Use

Holy and gracious, life-giving God,  
Creator, sustainer, and redeemer of all:

- Help me today to continue in the apostles' teaching and fellowship, in the breaking of the bread, and in the prayers;
- Help me today to persevere in resisting evil, and, whenever I fall into sin, repent and return to you;
- Help me today to proclaim by word and example the Good News of God in Christ;
- Help me today to seek and serve Christ in all persons, loving my neighbor as myself;
- Help me today to strive for justice and peace among all people, respecting the dignity of every single human being;

For it is in doing these things that I become more and more like your Son Jesus Christ, transforming myself, and the very world around me.

Amen.