

MONTHLY VESTRY MEETING MINUTES

February 18, 2025

Attendees

Rector

Fr. Christopher

Clergy, Staff/Guest

None

Ex-Officio Officers

Jerry Knight, Assistant Treasurer

Parishioners

None

Vestry Members

Hampton Burwick

Janet Elsea, Senior Warden

Dan Hall, Junior Warden

Jami Mifflin

Jack Sartin

John VanBuskirk

Executive Summary

- February 2025 Vestry Minutes were approved with corrections.
- The 2024 Parochial Report was approved with corrections.
- John VanBuskirk gave an update on St. Thomas legacy planning efforts.
- We've received a \$2,047 credit from the city towards our water bill.
- Guild liaisons gave their reports.
- Discussion was had regarding the 2025 Vestry Retreat on 3/7-8.
- Fr. Christopher established a committee to review the A/V production during services.

Minutes

1. Call to Order and Opening Prayer

Fr. Christopher

The meeting was called to order at 7:06 PM by Fr. Christopher and the meeting began with an opening prayer.

2. Resource Person for Meeting

Rene Aguirre

3. Prior Meeting Minutes Approval

Janet Elsea

The minutes from the January vestry meeting were reviewed and corrections were noted. Hampton moved, and John VanBuskirk seconded, a motion to approved the minutes with corrections. The minutes were approved by a unanimous vote.

4. Finance Committee

Jerry Knight

The 2024 Parochial Report was reviewed by the vestry and Fr. Christopher highlighted several line items including average Sunday attendance and number of sacraments performed. A discussion was had about how these are important indicators of the overall health of the parish. Additionally, discussion was had regarding trendlines over the past few years in items like attendance and average pledge amount. It was noted that St. Thomas continues to have a strong pledge base for a church of its size. A correction was noted to the number of baptisms performed in 2024. At the conclusion of the review, Hampton moved, and John VanBuskirk seconded, to approve the Parochial Report. The vote passed 7-1 in favor.

After the Parochial Report review, John VanBuskirk gave an update on the work he and Shelley Turner have been doing to build a knowledge base of estate planning information for the congregation. They've identified four key action items to help with this process: a presentation to the congregation, assembling resources on estate planning to disseminate to the congregation, adding information on enhanced giving options to the church website, and potentially partnering with the 75th Anniversary Committee to highlight the benefits of legacy giving throughout the history of the church.

5. Mission – Outreach Committee

Janet gave an update from the Mission and Outreach Committee meeting, highlighting upcoming events at Cathedral of Hope and the Lenten “Don’t give up, just give” programming. The vestry reviewed the schedule of events and which charitable causes would be highlighted for each Sunday. Janet also noted that the church has \$5,000 set aside in grant money which needs to be spent, and asked for suggestions for where that money could go. The current suggestions are Café Momentum and Elevate Dallas.

6. B&G Committee

Dan reported that he had been working with a roofer to determine the scope and scale of the repairs needed to the roof, and Jerry reported that the church has received a \$2,047 credit from the city for water overcharging, which has been applied to our account.

7. Guild Liaisons Reports

- **Acolytes/Eucharistic Ministers:** John VanBuskirk was appointed to be the guild liaison for this ministry going forward. Janet reported that the church currently has a full complement of eucharistic ministers.
- **Eucharistic Visitors:** John Billingsley not present, no report.
- **Altar Guild:** Rene not present, no report.
- **Greeters/Ushers:** Hampton reported that he has been meeting with greeters before Sunday service to discuss best practices and current processes. Fr. Christopher mentioned that he's concerned with the lack of information from visitors, particularly given the large selection of ways to leave information. He also mentioned that there was some discussion on potential gift items to give to visitors and asked the vestry to consider potential options for that.

- **Kitchen/Social:** Jami led a discussion of ideas for a potential activity on Shrove Tuesday or after the Easter Vigil service. It was determined that neither were particularly feasible. Jami then mentioned several upcoming social events including game night on 2/21. Fr. Christopher took this moment to commend Jami on the success of the chili cookoff and said he had heard lots of positive feedback from members of the congregation.
- **Lectors (Readers):** Jack reported that Randy is two readers shy of having a full eight-week rotation, and that he is looking into putting together training for readers.
- **Music:** Fr. Christopher reported that he had received two resumés for an organist and had an interview scheduled for later that week. Additionally, he mentioned that he was considering increasing the hours and subsequently paying into the pension of a prospective organist as an additional incentive during the hiring process.

8. Rectors Report

Fr. Christopher began his report by noting how excited he was for the vestry retreat on the 7th and 8th of March, and how hopeful he was that it would be a useful and inspiring weekend. He reminded everyone to let Lee know whether they would be attending and which days so an accurate headcount could be given to the caterers.

After the discussion on the vestry retreat, Fr. Christopher continued by saying that he would like to establish a committee to review the audio/visual setup that is currently being used during service inside the sanctuary, and to stream the service to the web, particularly considering the significant budget that the vestry has approved for A/V improvements over the past two years. Jack volunteered to head this committee, with Jami, Dan, and Jerry volunteering to help.

Fr. Christopher finished by mentioning that 75th anniversary celebrations were already underway with the creation of a logo and the scheduling of a cooking class on 3/12.

9. Resource Person for March 18, 2025 Meeting

Jami Mifflin

10. Compline

Fr. Christopher

Conducted by Fr. Christopher.

11. Dismissal

Fr. Christopher

The meeting was closed by Fr. Christopher at 8:47 PM.