

**ALL SAINTS' EPISCOPAL CHURCH  
608 JEFFERSON STREET  
TUPELO, MISSISSIPPI 38804**

**MINUTES OF SEPTEMBER 14, 2009 VESTRY MEETING**

**PRESENT:**

The Rev. Paul J. Stephens, Rector	Deanna Alford	Peg Oakes
Fred Page, Sr. Warden	Wayne Averett	Fredda Robinson
Betty Lee Marshall, Jr. Warden	Lynn Bryan	
Corky Springfield, Treasurer	Kaye Cannon	Cathy Sparks
Mike Fitzpatrick, C.C. Treasurer		
Tommie Moore, Clerk	Smokey Livingston	Vicky Vance
Mary Lou Parks, Ass't. Treasurer		

**ABSENT:** Nathan Duncan, Rhonda Saunders, Ann Springfield

The Rev. Paul Stephens opened the Vestry meeting with a prayer at 6:35 p.m.

**CHECK-IN**

**REVIEW OF MINUTES:**

The August 10, 2009 Vestry minutes were reviewed.

**MOTION:** (Vance/Robinson)

Approve August 10, 2009 Vestry minutes as submitted.

**APPROVED.**

**TREASURER'S REPORT:**

Treasurer, Corky Springfield, reviewed our operating budget financial status for the month ending August 31, 2009. He reported that \$36,695 was collected in pledge receipts for August of a budget of \$38,600. No Pre-Paid Pledges were used in August. Corky reported that we are behind budget in pledge receipts \$13,763 year-to-date. Corky reported that expenses continue to be under budget year-to-date.

**MOTION:** (Averett/Alford)

Approve the Treasurer's report as submitted.

**APPROVED.**

**CAPITAL CAMPAIGN TREASURER'S REPORT:**

Capital Campaign Treasurer, Mike Fitzpatrick, reviewed the capital campaign financial status for the month ending August 31, 2009. He stated that pledge receipts totaled \$5,931 for August, with campaign-to-date income totaling \$2,169,474. Mike noted that the building loan has been re-financed with M & F Bank. Closing costs on the loan totaled \$5,480.80 of which M & F Bank paid \$5,000. Total expenses for August were \$480.80.

**MOTION:** (Bryan/Oakes)

Approve Capital Campaign Treasurer's report as submitted.

**APPROVED.**

**CHRISTIAN GROWTH COMMISSION:** No report

**CHRISTIAN SERVICE COMMISSION:** No report

**CHRISTIAN STEWARDSHIP COMMISSION:**

Convener, Deanna Alford reported that Youth Director, Ann Marie Schott is ready to complete the furnishing of the EYC space. The Vestry asked that Ann Marie submit a detailed line item request for furnishings.

**JR. WARDEN REPORT:**

Betty Lee Marshall reported that we are continuing to experience issues with our HVAC units. She is working closely with Conditioned Air and Siemens to find solutions to the problems.

**SR. WARDEN REPORT:** No report

**CAPITAL CAMPAIGN REPORT:**

Consultant, Pete Rauchenstein stated that he has begun the 3 week study process and that focus group meetings have been scheduled through the end of September. He noted that debt reduction campaigns are more challenging, but that this time can be a great season of opportunity. Pete advised the Vestry that the case statement had been emailed to them earlier for their review. Pete asked the Vestry to sign up for one of the focus meetings as their attendance will set the example for the parish.

**RECTOR REPORT:**

Rector, Paul Stephens, reported that the Wednesday Night Supper kickoff went very well and offered thanks for those involved with the planning.

He reported that EYC resumed on September 13, with 18 youth in attendance.

Paul stated that our average Sunday attendance is 182 as of Sunday, September 13. He reminded the Vestry of the goal that they set at the Vestry retreat of realizing an average Sunday attendance of 250 by December 31, 2010.

Paul gave a brief overview of upcoming calendar events, noting that November 1 is All Saints' Day. He stated we will have 4 baptisms at the 10:30 service. The Capital Campaign kickoff will be held that night.

Paul advised the Vestry that he is taking an online class at Church Divinity School of the Pacific titled "An Emerging Generation Church" which focuses on ministering to young adults.

Paul stated that All Saints' 140<sup>th</sup> anniversary will occur in 2010 and said he is planning several events that will mark the occasion, starting with Annual Council in February and ending with the Bishop's visit on All Saints' Sunday, November 7.

Paul reported that he is working with Canon David Johnson regarding the Mutual Ministry Review and will have more details about the Vestry's role in that review in October. He also noted that Bishop Gray sent a letter to all presbyters to clear up some misconceptions that occurred after General Convention. The letter stated that Bishop Gray intends to remain as bishop of the diocese

and has no plans to retire. The letter also stated that the diocese is facing difficult financial challenges in 2010 and the diocesan budget will need to be reduced by approximately 20%.

Page 3  
September 14, 2009

Paul reported that he is continuing to work on forming a marketing committee and will have an update for the Vestry in October.

**ADDITIONS TO THE AGENDA:** None

## **BUSINESS**

### **Presentation by the Columbarium Committee**

Wayne Averett, chair of the Columbarium Committee gave a presentation on columbariums and the research that the committee has done since May, 2009. Members of the committee are: Wayne Averett, chair, Donnie Bridges, Ray & Shirley Goodman, Diane Page, Ann Springfield, Donna Timmons, and Jim Wiygul. He began his presentation by explaining some of the terminology commonly used in association with columbariums. He continued noting that the committee checked with the City of Tupelo about regulations that apply to columbariums. If our niches are placed in ground they are considered part of the “landscape” and no approval from the city is deemed necessary. If our niches are placed in a wall, we would need to submit our design to the Planning Department for their blessing. Wayne suggested that we submit our final design, regardless of where the columbarium is placed, to the Planning Department to make sure we are ready to build.

Wayne continued his presentation by advising that the committee researched several sites around our property to house the columbarium. Location, visibility, fitting into environment, access (liturgical and processional), and overall sense of peace were considered with each site. He listed “pros” and “cons” for each location.

**Parish Hall Front Porch:** This area is connected to the Parish Hall and therefore easy to find for visitors, covered by a roof, lit, large and bordered on two sides by a landscape bed. It is easy to access and works well for processions. In order to place a columbarium in this location we would have to remove a portion of the concrete and lose use of the patio area for other small group functions. Any sense of peace could be disturbed by those entering/exiting the Parish Hall.

**Flowerbed on the Northwest Corner of the Sanctuary:** This large, flat bed is located adjacent to the church outside of the Sacristy and is nearly “shovel ready” for development. Many parishioners would pass it on their way in to church every Sunday. Disabled persons could be driven close enough to have a good view. However, this high traffic location would have difficulty offering a sense of peace to visitors.

**The brick wall area between the Chapel and the Church:** This open area offers ample space to build a columbarium surrounded by a garden and walkways. It lies between the church and the Chapel in a large area of the grounds that is in need of development. However, this area faces, is close to, and is highly visible from Jefferson Street. Considerable hardscape and landscape features would be required to offer a sense of peace and enable processional and visitor access.

**West inside wall of the Chapel (facing the Church):** The Chapel is a sacred place for many at All Saints’, and it would provide a very peaceful place of prayer and meditation. Low cost to install and maintain. This option could also be followed by a larger outdoor columbarium. However, the

structural condition of the Chapel is poor. The extensive renovations required by the Chapel increase the likelihood the columbarium would have to be disturbed or moved.

Page 4  
September 14, 2009

**Madison Street façade under cross (Gus Staub's drawing concept):** This area offers space for 72 niches with room to expand. The columbarium would blend well with its surroundings. The area is well lit and offers a peaceful setting. However, some concrete removal work would be needed.

**Scatter Garden:** Wayne explained that this option would allow people to scatter ashes in one common area.

Wayne continued his presentation by explaining that members of the committee visited or obtained pictures of several churches that have columbariums. He stated they viewed different designs-niches in brick walls, in ground, columbariums outside and inside. Wayne also noted that the committee held an information session with Jeff Ingram of Ingram Construction and Steve Holland of Holland-Harris Funeral Home. He stated that Jeff advised the committee of several tasks in preparation: measure the length and width of favorite sites; examine the "as-built" drawings to ensure there are not underlying utilities, etc. that would interfere with construction; think of questions such as: design and construction cost, phasing of project (or do it all at once), timing. Other tasks include: establish a columbarium fund; establish guidelines for who can be committed; use granite for name plates on outside niches and establish some type of consistency of the text on the name plates; include an option for scattering ashes in a garden. Additional tasks include: choosing a site, design and getting construction quotes; compile a "Use of Agreement" form. The Vestry gratefully received the information that Wayne presented and thanked him and the Columbarium Committee for their conscientious effort in researching this matter. The Vestry will take all of the information under advisement.

#### **Approve nomination of Dr. Billy Walton to the diaconate**

Paul advised the Vestry that the Vocational Discernment Committee has met with Dr. Billy Walton for 2 years and have recommended that he be nominated for the Diaconate program. Paul explained that this is the first of several steps in the process of becoming a deacon in the Episcopal Church. He also noted that there will be some financial commitment that All Saints' and Dr. Walton will share.

#### **MOTION:** (Oakes/Robinson)

Having received the Report of the Discernment Committee, a copy of which is attached hereto and fully incorporated herein by reference, and pursuant to Title III, Canon 6.2, the Vestry of All Saints' Episcopal Church, Tupelo, Mississippi, does hereby nominate Dr. Billy Walton, a confirmed adult communicant in good standing at All Saints', for ordination to the diaconate. Further, The Vestry does hereby commit All Saints' to (1) pledge to contribute financially to Dr. Walton's preparation as a deacon and (2) involve itself in Dr. Walton's preparation for ordination to the Diaconate.

**APPROVED.**

#### **Approve opening an account at M & F Bank**

Fred Page advised that when our building loan was refinanced at M & F Bank, part of the agreement was that All Saints' open an operating account at the bank. Fred suggested that an account be opened at M & F Bank and a small amount of money be kept in the account.

**MOTION:** (Bryan/Sparks)

Open a checking account at M & F Bank with the signers being Tracy Presley, Tommie Moore, Mary Lou Parks, Mike Fitzpatrick and Corky Springfield.

Page 5  
September 14, 2009

**APPROVED.**

**Approve membership of Budget, Nominating and Compensation Review committee**

Fred Page offered the following names as members of the Budget, Nominating and Compensation Review committees:

**BUDGET COMMITTEE 2009:**

Rector – Paul Stephens

Sr. Warden – Fred Page

Jr. Warden – Betty Lee Marshall

Treasurer – Corky Springfield

Assistant Treasurer – Mary Lou Parks

Capital Campaign Treasurer – Mike Fitzpatrick

Program Administrator – Tommie Moore

2 Vestry members: Smokey Livingston, Peg Oakes

At least 3, but no more than 5 parishioners at large:

Wayne Slocum, David Alford, Charlie Bean, Larry Kelso, Ken Murphree

**MOTION:** (Bryan/Marshall)

Approve membership of the Budget Committee as submitted.

**APPROVED.**

**NOMINATING COMMITTEE for 2009:**

Rector – Paul Stephens

Sr. Warden (chair) – Fred Page

Jr. Warden (co-chair) – Betty Lee Marshall

ECW President – Carole Fraiser

2 parishioners selected by the Vestry: Josh Westmoreland, Natalie Sparks Bullock

**MOTION:** (Averett/Bryan)

Approve membership of the Nominating Committee as submitted.

**APPROVED.**

**COMPENSATION REVIEW COMMITTEE for 2009:**

Sr. Warden (chair) – Fred Page

Jr. Warden (co-chair) – Betty Lee Marshall

The 2 Vestry members from the Budget Committee: Smokey Livingston, Peg Oakes

1 of the parishioners at large from the Budget Committee: David Alford

2 parishioners at large, neither coming from the Vestry or Budget Committee: Lloyd Gray, Buddy Vance

**MOTION:** (Averett/Oakes)

Approve membership of the Compensation Review Committee as submitted.

**APPROVED.**

**Approve Cathy Fitzpatrick as chair of the Capital Campaign**

Fred Page offered the name of Cathy Fitzpatrick as chair of the Capital Campaign.

**MOTION:** (Marshall/Oakes)

Page 6  
September 14, 2009

Approve Cathy Fitzpatrick as chair of the Capital Campaign.

**APPROVED.**

**Approve David Alford as chair of the Audit Committee**

Fred Page offered the name of David Alford as chair of the Audit Committee.

**MOTION:** (Bryan/Vance)

Approve David Alford as chair of the Audit Committee.

**APPROVED.**

**Discussion of October Vestry meeting date**

Fred Page advised the Vestry that once the Capital Campaign focus group meetings have concluded (by the end of September), our Capital Campaign consultant, Pete Rauchenstein, will be ready shortly after the first of October to proceed with the next steps of the capital campaign. Fred suggested that a special called meeting of the Vestry be held on Monday, October 5 at 7:00 p.m. to hear Pete's report.

**MOTION:** (Vance/Livingston)

Call a special meeting of the Vestry on Monday, October 5 at 7:00 p.m.

**APPROVED.**

**Discussion of Pictorial Directory**

Program Administrator, Tommie Moore, advised the Vestry that she is in the planning stages of publishing a pictorial directory. Tommie stated that she has been in conversation with Nathan Duncan, who is a parishioner as well as a professional photographer. She reported that Nathan offered to produce the pictorial directory, noting that he can offer more flexibility in number of activity pages we are allowed and number of photo shoot dates. She stated that Nathan would be able to go to the homes of shut-ins to photograph them if needed. Nathan will give each household a free 8 x 10 photo. Tommie advised that Nathan would have to charge a \$10 sitting fee to cover the cost of publishing the directory.

**MOTION:** (Smokey/Cannon)

Contract with Nathan Duncan to produce a pictorial directory with a \$10 sitting fee per household.

**APPROVED.**

**One Family's Story, A Primer on Bowen Theory**

In July, Paul asked the Vestry to read **One Family's Story, A Primer on Bowen Theory** to begin to understand the guidelines for handling conflict. He stated that this book is a foundational piece for how we are wired and how we respond to difficult situations. He stated that the book is a cornerstone for understanding how parishes respond. Paul invited any member of the Vestry to feel free to call him to discuss the book more fully.

**CHECK-OUT**

With no further business the Vestry meeting was adjourned and Paul closed with a prayer at 8:17 p.m.

Submitted by Tommie Moore, Clerk of the Vestry

Page 7  
September 14, 2009

**ATTACHMENTS TO MINUTES OF THE SEPTEMBER MEETING:**

Financial Report 08/31/09

Capital Campaign Financial report 08/31/09

2009 Budget, Nominating and Compensation Review membership

Columbarium Committee report

Capital Campaign Case Statement