

Minutes of the 69th Annual Parish Meeting
St. Martin's –in-the-Fields Episcopal Church

Sunday, November 11, 2018

Opening Prayer was given by rector, Mitch Smith.

Call to Order – The 69th annual parish meeting was called to order by the Reverend Mitch Smith at 11:50 am. Mitch asked for a nomination for a secretary for the meeting. Bill Case made a motion to nominate Eleanor Hodges. Alice McCrory seconded the motion. The motion was approved by acclamation.

Election of Vestry – Ballots for the election of Vestry were distributed as parishioners entered the Parish Hall. The ballots were collected at the end of the meeting. The results of the election will be announced next week.

Rector's Report – The Reverend Mitch Smith gave his report during the sermon at both services. He stated that St. Martin's grew this past year in many ways, including in attendance, stewardship, mission, and outreach spending. He went on to say that St. Martin's has grown in unmeasurable ways this past year. We grew as a community by having fun together, weeping together, mourning together, and celebrating together. For all of these things he gives thanks.

Mitch stated that it is special to be able to say that we have a healthy church! He remarked that it is a blessing to be rector at St. Martin's. He noted that each day is different and sometimes full of surprises.

He went on to speak about Mary and Mac Clark. He stated that many in the parish new them well. Unfortunately, he did not. He said that he did have several meaningful visits with Mary. One thing she asked him was about his dream for St. Martin's. He told her that his dream is for youth and children's ministries to be fully funded and not have to worry about funds for these programs. Mary left a significant amount of money to be used for children's and youth ministries. The fund for these ministries will be named the Mac and Mary Clark Fund.

He reported that we still owe \$1.2 million on the Commons. We will have to start a Capital Campaign to pay this off.

He stated that we need continue to think of ways to serve others better. He wants St. Martin's to continue to be a place where the lost are found and where all are welcome!

He concluded by saying how grateful he is for his dedicated staff, including Susan Prinz, Chuck Petit, Robyn Holt, Allison Askins, Clayton King, and Antonio Cardenas.

During announcements, Mitch stated that he is proposing 3 changes to St. Martin's Bylaws. The first, is to change the date of the annual meeting. Currently it is the Sunday closest to Nov. 11th. He wants it to be in line with the diocesan bylaws which state that the meeting can be held 30 days before or 30 day after the date of the last meeting. The second is a change in who can vote at the annual meeting or other called meetings. Currently, the St. Martin's bylaws that those who can vote must be 16 years old or older and have been confirmed or received in the congregation. The change would be that all members in good standing would be eligible to vote. The third change in the bylaws would be to allow the Vestry to appoint someone to fill an unexpired term on the Vestry. These changes will not be voted on today. They must be read three times. This is the second reading. After they are read a third time, a special meeting will be called to vote on them.

Mitch blessed new prayer books for Vestry Members going off of the Vestry and presented them to those in attendance.

After the 10:30 service, the congregation moved to the parish hall for the annual meeting.

Mitch began the meeting by stating that it is an amazing opportunity to be the rector of a church right now. He noted how grateful he is for all of us and all that we have done this year. Some of these things include 2 mission trips, special services, funerals, and baptisms. He thanked Clayton, Robyn, and Allison for their hard work in the office. He thanked Courtney for her hard work with the children's and youth ministries. He thanked English and Pam for the wonderful music.

Mitch called Bill Case and Bruce Truluck to come forward to present retiring treasurer, Warren Darby, with a gift. They both told stories about Warren and thanked him for his many years of service. He was presented an etching of St. Martin's done on reclaimed piano keys. He spoke about his time as treasurer and how much he appreciated the etching.

Jr. Warden's Report – Bob Bell gave the Jr. Warden's report for Julie Lumpkin as she was unable to attend the meeting. He read a short statement stating the mission of the Building and Grounds committee. He acknowledged and thanked the members of the Building and Grounds committee began for Julie. The members are Ann Barton, Sterling Beckman, Bob Bell, Jane Fancher, Eleanor Hodges, Emily Jones, Jack Myers, and Ted Zanders. Some highlights are as follows:

I. Buildings

- New State-of—the Art Audio System Dec. 2017 & March 2018. Main system in sanctuary plus clergy lapel mikes installed by Gates Pro Audio in time for Christmas services. In March, Vestry approved of adding cables, related parts, and installation to direct record/download sermons, services, music for posting on web and sharing. Installed before Holy Week.
Volunteers: Alan Lott and Alice McCrory
- Property Condition Assessment Feb. 2018. Committee in-house architect, Ted Zanders, a draft property condition assessment. As a follow on he prepared an excel spread sheet as a working document to be used as a resource for the 5 year preventative plan.
Volunteer: Ted Zanders
- Community House Repairs/Improvements, March-April 2018
 - HVAC System Installed and Crawl space repaired. March 2018
 - New door and doorframe installed March 2018.
 - Termite treatment/bond with Modern Exterminating April 2018

Volunteers: Sterling Beckman, Jim Maas, Jack Myers

- Narthex Doors restoration April-May 2018. Front center doors of sanctuary were sanded and varnished. Brass handles/hardware restored.
Volunteers: Jack Myers, Robin Smith
- Backpack Ministry relocated April-May 2018. BPM now occupies the pantry/closet opposite the Commons kitchen.

Volunteers: Ann Barton, Jane Fancher, Patsy Farr, Julie Lumpkin, Ginny McKenzie

- Hospitality Ministry Relocated April-May 2018. Reception service were relocated to 2nd storage closet in St. Luke's.

Volunteers: Martha Beckman, Jane Fancher, Patsy Farr

- Guidelines for Kitchen Use May 2018 ongoing. Concerns re relocated/missing items grew into guidelines being developed for kitchen use. Annual cleaning requested as result. Parish Kitchen sign posted.

Volunteers: Hospitality Ministry, Men's Ministry

- Campus Termite Treatment/Bond June-Aug. 2018. New contract with Modern Exterminating to treat and bond all buildings on campus.

Volunteer: Sterling Beckman

II. Grounds

- Grounds Guys Landscape Maintenance March 2018. After reviewing 4 quotes, contracted with GG to provide regular maintenance of 5 acre campus.
- Winter work days: Feb. 3, 10, 24, and March 17. Cut/back pruned hedge along Clemson Ave.
- Fall work day Oct. 27. General campus clean up. Raked, weeded, pruned, cut back, hauled in variety of areas on campus.

- Cut back fence vine Memorial Garden March 2018

Volunteers: Sterling Beckman, Emily Jones, Ted Zanders

- Landscape/Garden Gift Sub Committee. May 2018 and ongoing. Will decide how/where to use gift.

Volunteer: Emily Jones, Chair. Committee to be formed.

Contact Julie Lumpkin for a copy of Jr Warden's report.

Treasurer's Report – Alice McCrory, treasurer, began her report by stating that she has been blessed to have Warren Darby as her mentor. She gave an over view of the Finance Committee. The Finance Committee meets on the second Tuesday of

every month. They review financial reports for the church and Drop In Nursery. They have periodic reviews of Designated Funds, Building Fund (Commons), the Foundation (Financial Overview), and the Parker Memorial Fund (Memorial Garden). She stated that we had a 16% increase in income/pledges in 2018. We also had a 20% increase in expenses in 2018. Parish is in very good financial condition. We are \$138,456 over budgeted income and \$41,466 under budgeted expenses. For the 2019 budget we are working towards a budget of \$1.1 million. Outreach's budget will be increased to \$41K and a pastoral care budget will be added. Also, the budgets for Building and Grounds, Children, Youth, Adult Formation, and Music will be enhanced. Currently we have 184 pledges for \$812,000. We have 28 new pledges! Thirty one percent of those who have pledged have increased their pledges. Twenty six percent of those who pledged last year have not yet pledged. We are on target for 240 – 250 family pledges. The final push for stewardship to meet budget will be between now and December. We will have an approved budget in January.

Foundation Report – Tim Thames, chair, began his report by giving an overview of the Foundation. Currently the foundation has 3 funds with a new one being established. The Arbor Fund supports capital needs. It also supports church ministry programs in the community, new ministries, and special onetime projects. The Cloak and Sword Fund supports community grants. Awarded \$30,000 in 2018. Applications are due by January 31, 2019. Awards announced April 2019. The Hensley Fund supports grants for SMIF members to study ordained ministry. It also supports conferences providing Christian Formation to church leaders. Applications are available on line. The Clark Fund is being established. It is a new fund from Mary and McCree Clark. The committee is forming fund language now. The fund will provide significant funds for the youth of SMIF. The fund will be finalized in Dec. 2018. The Legacy Society is also a part of the Foundation. This is comprised of parishioners that remember SMIF in their estate. Funds donated may be designated to a specific fund or special ministry or need within the parish. Balances as of September 30, 2018 – Arbor Fund - \$185,431, Cloak and Sword - \$443,878, Hensley Fund - \$491,738, and Clark Fund - \$827,396. Highlights of the Foundation include the following:

- QuickBooks migration September 2018
- Cloak & Sword application letters 12/1/2018 to 2018 grant recipients

- Clark Fund final establishment December 2018
- Re-branding of Foundation December 2019
- Cloak & Sword applications due 1/31/2019
- Document retention project January 2019
- 2019 Cloak & Sword Grants April 2019

Tim concluded by asking if there any questions. He answered questions that were asked

Senior Warden's Report – Bill Case began his report by stating that 2018 has been a wonderful year to be Senior Warden. He noted that the 2018 Budget was approved in January. The budget had never been approved that early. He remarked that we had a fantastic Holy Week. He reminded those in attendance that both Chuck and Susan were out of commission during Holy Week and Mitch had it all. We worked together and everything went smoothly. He reported that the resurgence of the Ministry Fair had a lot of support. He stated that he was proud to be a part of the team on the New Bern mission trip. He was proud to represent St. Martin's and the Upper Diocese on this mission trip. He is pleased with the establishment of the Clark Fund for Children's and Youth ministries. He was to report that attendance has grown so much at EYC that they have had to split the Jr. High kids and Senior High kids. He stated that Courtney, Maggie, Heather, and Nathan are doing a great job!

Mitch thanked Bill for his service as Senior Warden. He noted Susan Prinz's promotion from Assistant Rector to Associate Rector. He stated that his goal for 2019 is that Outreach becomes the most visible committee and that this is very important.

On a somber note, he reported that the Kanuga Parish Weekend is being postponed. Kanuga has increased their rates by 16%. The monies have to be in thirty days before the retreat and that hits right at Christmas. He stated that we will look into other venues for the retreat.

He again thanked his staff and all those in attendance. The meeting was adjourned at 1:15pm.

Respectfully submitted,
Eleanor Hodges, Clerk