

**EMMANUEL EPISCOPAL CHURCH
RAPID CITY, SOUTH DAKOTA
December 17, 2018 VESTRY MEETING**

Vestry Members Present:

Sr. Warden Kelli Trebil, Jr. Warden Les Larson, Brian Allen, Angela Green, Jamie Clapham, Nicole Craig, Julie Grundhoffer, Peter Hansen, Michael Luciano, Devon Vohlken, Lynn VonWald and Jeff Yennie

Non-Vestry Members Present: Mo. Virginia Bird, Fr. Chris Roussel, Candise Hollis-Vestry Clerk

Guests: Rory Hammerbeck, Les Koss, Constance Lane, Kay Paschke, Marvin Paschke, Mark Rudebusch and Tom Woods

The meeting was called to order at 6:54 p.m. by Sr. Warden Trebil.

Black Hills Community Bank Proposal Status

Ms. Trebil welcomed guests Messrs. Koss and Paschke and Mrs. Lane and Paschke and thanked them for attending the meeting.

Ms. Paschke stated she wanted to know what was happening because things have not been made clear to the Congregation. She could not view the video and remarked many Parishoners do not have computers. She further stated her concern about the availability of parking for Parishoners on Sundays and Church activities. She asked if the Bank plans to build on the parking lot. Ms. Paschke also suggested having fundraisers. This activity would get the Congregation involved.

Ms. Trebil apologized on behalf of the Vestry. She detailed the events from the Bank's first proposal to the Vestry vote, which was 10 to 2 in favor of the sale. She continued by stating the Bank's plan to allow the Church to use their parking area. Their new building will be closer to the street than to the Church. The drive-through area will not be changed. Ms. Trebil stated the November and December agendas included the Proposal due to feedback received by Vestry members.

Mr. Koss expressed his disappointment at the lack of communication to the Congregation in light of the disclosure comments made during the Strategic Planning process. He felt information should have been provided before the video was sent. Fr. Chris clarified that Mr. Koss meant the Congregation should have been notified but not requested to vote. Mr. Koss agreed. Mr. Koss questioned the responsibility for snow removal. Ms. Trebil stated those details are not complete. Mr. Koss also voiced his concerns regarding water run-off. He stated the City was asked to repair the alley some time ago. Mr. Vohlken remarked alley repairs are not at the top of the City's list. Additionally, he feels having the Bank as an advocate would help facilitate this being done in a more timely manner.

Ms. Lane voiced her concerns about the Church not allocating any funds outside the Church when at this time of year so many are in need. Fr. Chris responded that during 2017, Emmanuel donated \$130,000 to 35 different agencies. Mr. Vohlken stated the funds would

not be received before Christmas. She also stated not all Parishoners have computers. She recalled when the Congregation purchased the land and found it painful to watch it being sold. Ms. Clapham stated nothing is "carved in stone". Ms. Lane is also concerned about water run-off. Mr. Larson and Fr. Chris provided plans for this and detailed work that has been done. Ms. Lane repeated her concerns for the funds to remain in the Church and asked how the monies allotted for the basement would be spent. Ms. Trebil discussed the proposed elevator, new lighting, restroom remodel, flooring and painting. Ms. Lane remarked "you really don't know how the money will be spent". Ms. Lane stated she would like to see the Vestry Minutes and wondered why they have not been posted. Fr. Chris apologized and stated they would be more accessible in the future.

Mr. Paschke started by stating he is not a member. He asked if the Church has been provided a drawing of the Bank's proposed building. He further stated there could be a problem that the building would not be conducive with Church business. Ms. Trebil stated we had been told of the estimated footprint of the building. Mr. Paschke stated he would not sign a contract without receiving the drawings. He also expressed his concerns for possible water problems and stated we should see the Bank's plans for drainage. He personally experienced problems following a Habitat project near his home. Mr. Larson reported he and Marcus fixed our water problem and has asked the City to repave the alley. Ms. Lane asked what difference paving the alley would make. Mr. Larson and Fr. Chris explained the paving process included repairing the understructure of the alley.

Sr. Warden Report

Ms. Trebil stated reports from the ministries need to be turned in as soon as possible. Possible Vestry candidates were discussed. Mr. Luciano asked if the Senior and Junior Wardens would continue in their current capacity. Ms. Trebil answered, they would.

Jr. Warden Report

Mr. Larson reports Marcus will complete painting in the basement in about a week. The downspout on the east side of the Church continues to be a problem. A temporary patch is in place. Permanent repair will be done in the Summer.

Mr. Larson and Mr. Koss are preparing an inventory of Church property for insurance purposes. The inventory should be completed by the end of the year.

Minutes

On a motion by Mr. Allen, seconded by Ms. Clapham, the November 19, 2018, Minutes were approved, as submitted.

Finances, Treasurer's Report and Balance Sheet

Mr. Janak's new form was discussed. Fr. Chris stated Mr. Janak will work with the Vestry on the format. The Vestry agreed Pie Charts might be better.

On a motion by Mr. Luciano, seconded by Ms. Craig, the Treasurer's Report and Balance Sheet were approved.

Audit Status

Fr. Chris reported the audit is moving quickly and should be done by the end of the year. The Auditor is very thorough. Mr. Janak took a day off work to meet with the Auditor. Fr. Chris stated Nanette Branch has assumed more duties.

Ms. Trebil stated the Auditor will report to the Vestry in January. For this report she suggested a special Vestry meeting be set. She further suggested a Vestry meeting be set for preparing the budget. The Annual Meeting is January 27. The regular Vestry meeting is January 14.

Rector's Report

Fr. Chris introduced Mark Rudebusch, the new Director of Christian Formation. Mr. Rudebusch detailed his background and thanked the Vestry for making Christian education a priority. He would like to regularly attend Vestry meetings to insure the Vestry is informed of his plans and actions. Fr. Chris remarked that Mr. Rudebusch is an advocate within the community for both Christian education and Emmanuel.

Black Hills Community Bank Proposal

Ms. Trebil asked the Vestry for comments on the Proposal. The Vestry was not satisfied with the 5 year term of the contract. A 99 year term was suggested. Questions concerning earnest money and closing costs were raised. It was the general consensus that Emmanuel should not pay closing costs.

2019 Budget

Fr. Chris stated by the end of the 2019 fiscal year, there could be a \$20,000-\$30,000 shortfall. Ms. Craig suggested utilizing monies from undedicated memorials. Ms. Clapham requested input from the Finance Committee. Mr. Woods stated depleting the memorials should help with the shortfall and "clean things up" on the balance sheet. Fr. Chris discussed 2018 pledges that have not been paid and inconsistencies with certain pledges. Mr. Volkhen asked how someone would know whether or not their pledge had been paid. Fr. Chris replied letters are regularly sent. He further stated Emmanuel wants to be "paperless".

Grant Committee

Fr. Chris met with Roger Wilson. Emmanuel has paid for the bags used in the Postal Workers food drive. Richard Hatzenbuehler has retired and did not submit a 2019 grant request. Mr. Wilson will inform Young Life of Rapid City this will be the last year a request will be granted. The Youth Group's request will not be granted due to the Vestry offering funds from the parking lot sale. Ms. Virginia questioned providing grants to private organizations and those who operate for profit. The Vestry decided no money would be disbursed to these organizations after 2018. Fr. Chris stated the grant request for the choir was \$8200. They only received \$7500 due to the manner in which the grant request was submitted. He will ask Dave Martinson to re-write the request. Mr. Martinson's plan is to have four students, who are studying voice, work with the Choir. These students will be given scholarships.

Mr. Hammerbeck questioned as to whether or not the \$125,000 proceeds from the parking lot sale would be adequate for renovation of the basement. Ms. Trebil responded this is an estimate due to the fact that the scope of the renovation is unclear. He also questioned as to whether or not the Youth and their families would be required to hold fundraisers. Ms. Trebil stated the Parish needs to fund the project. Fr. Chris remarked the Congregation could help. Mr. Hammerbeck stated the basement is in a declining state. He can see the majority of the \$125,000 would be spent on the elevator and lighting. He further stated we will lose a generation of youth during the remodeling process. He thinks utilizing the talents of the Congregation is a good idea, however, the work would most likely be done on weekends, extending the completion time of the project. Ms. Trebil stated she understands and feels Mr. Hammerbeck has a valid point. Due to her background in interior design, she feels everyone should meet to discuss the project. It would be more efficient to plan the renovation as a complete project. Ms. Trebil feels some might be willing to contribute if they know the entire plan. Mr. Hammerbeck's concern is that we will ultimately discover funding for the renovation is inadequate.

2019 Budget

To date \$370,000 has been pledged. Mr. Janak feels there will be a budget deficit. The Church can be run with a deficit budget. This should be addressed at the Annual Meeting. Parishioners should be asked to reconsider their pledges. Mr. Woods stated the Finance Committee looks at the previous year's expenses to budget for the following year. Mr. Luciano remarked the reason for this is the result of Strategic Planning. The budget is Ministry driven. Ms. Trebil stated the Vestry wants to keep the process as it is. The Vestry should work more closely with the Finance Committee and request assistance with the process.

On a motion by Mr. Luciano, seconded by Mr. Volkhen, the meeting ended at 8:49 p.m.

Respectfully submitted,

Candise A. Hollis, Vestry Clerk