

2018 Vestry Action Items

update 8/23/18 (updates shown in yellow)

6. **Road Connector from Walnut lane to Merovan Drive and fund raiser** **COMPLETE**

10. **Hire a pianist** Joyce Haskell is filling this need **COMPLETE**

17. **New bathrooms with showers on the west side (Edgefield Road side) of the building.**

This has been on previous vestry wish list but has been deferred based on money priorities.

18. **Reseal Parking lot**

Who Jerry Nault

- Jerry has two bids in hand and has a recommendation. It was suggested, however, that we wait to have our connector road bidders take a look at our parking lot and see what they recommend and at what cost.
- The paver doing the connector has been requested to provide a bid for re-paving our parking lot, but price of \$24k judged to be too expensive.
- Paula is getting a price from Jon Calloway. No response from Calloway
- **Vestry agreed to proceed** with the \$2500 bid obtained through Jerry Nault. Jason Nault will pass this on to his father, Jerry.
- Actual quote is **\$2775.00**

19. **Security/Emergency Plan Review- Active Shooter Security**

Who Darren

- Review what we did last year, update, enhance.
- Go through our insurer's safety checklists. Two checklist provided by the insurer: 1) Fire; 2) Security
- Darren is going to have the fire extinguishers inspected.
- He will develop a list of those invited to carry a weapon onto church property.
- He is looking into radios between the usher in the worship space and the one at the front door.
- Darren will see about designated people carrying guns and radios to warn us about a shooter and bad weather warnings.

21. **Landscaping on the Walnut Lane side of the building**

Who Monte Mary Alice Woodrum

- get quote[s] on design and installation for vestry approval.
- Waiting on road work completion
- 7/15 We will ask Mary Alice Woodrum to help Monte on this and come up with a plan. Mary Alice has landscaping and horticultural experience. Monte already has plans to build a bridge across the ditch.
- 7/15 Fr. Rob sent them an email.
- 8/19- Rob to follow up with them.

22. **Planning for replacement of Father Rob as Rector**

- Bring on a young curate (assisting Priest)
 1. Father Rob and Bishop Steve are searching for candidates
 2. Will plan to be mentored by Father Rob for a year or two
 3. Vestry and the Bishop to discern the curate's qualifications and call to be Rector.
- The big issue for the Congregation to position itself to financially afford this.

- Letter to Congregation dated 3/8/18
- Fr. Rob has posted the position on the ACNA website
- Fr. Rob has contacted Trinity Seminary asking them to make students and Alumni aware of the position
- 7/15 Vestry wants to establish a budget showing new clergy position and wants Jennifer to work on this for us. Fr. Rob will help. We feel that the key, however, is eliminating the mortgage debt on our building (see action item # 23)

23. Fund raising to pay down 432,000 mortgage debt

Who Mike

- Proceed with this after we have completed fund raising for the new road
- Mike suggested a \$5 per month per household strategy- \$5 per day per family (given 80 families) to pay off the mortgage in less than 3 years. If that number was averaged across families who can do more and those who would need to do less, it's probably a very realistic possibility to pay the debt in less than 3 years.
- 4/13/18 As part of the refinancing effort the Vestry voted to pay down the principle by \$12,000 using money set aside for that purpose.
- 4/22/18 Vestry voted to begin paying \$5000 per month rather than \$4000
- Will consider selling two acres to pay down mortgage (action item #37).
- 7/15 Mike has proposed a plan called "About Our Father's Business." (attached). Will include in the Aug newsletter. (Done) We also want to track our debt reduction efforts dollar-wise. Fr. Rob will talk to Jennifer about this.
- 8/19- Jennifer has produced a history timeline on debt reduction. Will send it to Mike

24. South States Bank - renewing mortgage (was a 5-year loan)

COMPLETE

- Received request for info to renew the loan. Father Rob as filled in most information, and Jennifer will fill in some additional financial info.
- Loan request packages submitted to both South Sate Bank and Thrivent Financial
- 4/22/18 South State was selected by the Vestry.
- 5/14/18 Mortgage papers signed

25. Fall Teaching Weekend

Who Fr. Rob

When Fri- Sun, Oct 26-28

- Fr. Rob has suggested a theme of "Sexuality, Holy Marriage and Healthy Families."

26. Strategy of doing fewer things better.

27. Explore flooring in the worship space.

Who Jason Nault

- 7/15 The vestry decided to go with Jerigans. Jason, however is going to check with Augusta Flooring to get a third price.

| | |
|---|--------------------|
| Jernigans: carpet under seating and down the middle of the isle | \$ 3,255 installed |
| Remaining floor in wood look vinyl laminate | \$ 4,445 installed |
| Total | \$ 7,700 |
| Option #2 Remaining floor in stone look vinyl | \$ 8,572 installed |
| Total | \$11,827 |

28. Have an audit done of the 2017 books.

Who Jennifer and Mike

- Fr. Harold Vandever has offered to do an outside review for us.

- Ref: R. Hartley email, 1/16/18, to H. Vandervere, M. Fekula, J. Dorn, V. Folk
- Left with Mike and Jennifer to coordinate
- Per the 3/18/18 mtg, we will delay further work on this until after mortgage refinancing is completed.

30. Establish a 2018 Operating Budget

31. Change out our sign for an electronic sign

Who ask Mike Sanders and Jason Nault

- Get several bids, but wait until after road work is completed
- 7/15 Jason received a price for a totally new sign of \$20K. Much higher than the estimate we received from Mason through Mike Sanders.
- We are going to table this for now.

32. Investigate video displays for our worship space

Who Jason

- The offer has been made to pay for putting projectors in the Church. We want 2 display screens.
- Flat Screen technology above the closet doors on either side of the altar
- Jason is going to get some companies in to look at our worship space, make recommendations, and price.

33. Producing Video announcements

Who Lisa Cohe

What For display on:

- Worship space monitor if and when we add them
- Email distribution weekly announcements
- Website.
- Facebook Page

34. Change lock on the Front Door

COMPLETE

Who Jason

7/18 Because of technical issues Dixie recommending a lever type lock
8/5- Completed

35. Door Bells at front entrance and west entrance

Who Dianne

- 7/15 Dianne is going to talk to the alarm people about the possibility of adding this to the system.
- 7/16 talked with our security provider, Aiken-Augusta Security Systems about two door bells..... was told they would need be hooked into electrical system..... visit to church would be \$90 per hour plus parts and should not take long to install.
- Advised by the security system people to buy wireless doorbells from Lowes
- 8/19 Doorbells ordered by Jenn

36. Work toward making west entrance our main entrance

Who all

- We at least want this entrance to look like our main entrance even if it is not. Might be some things we can do in our work on action item #21.

37. Consider selling 2 acres

- Realtor Joel Presley did not agree to our original sell price but continues to be interested in buying this property for his client. We are interested because it may be a way of significantly paying down the mortgage. Fr. Rob is going to ask Michael Patterson, who works in commercial real estate, to work on this for us.
- Original buyer has located property elsewhere. Pressley Realty is going to continue to consider the property available for sale

38. Name the Road

COMPLETE

39. HVAC Coil Replacement (worship space unit #1)

Who Jason Dianne

- Several bids and several options received
- 7/15 The vestry decide to replace only the coil, not the whole unit and go with Busby's bid. Dianne will talk to them.
- 7/17 Busby responded that they will begin work on 7/23. Fr. Rob will be there to let them in.
- Repaired but again not working. Busbys has been called.
- 8/19- Busby failed to fix. Fr. Rob called again on 8/23

40. Timer on the coffee pot to prevent them inadvertently being left on.

- a. 8/19 Jennifer has ordered a timer

41. Need something to make A/V in the Parish Hall less troublesome

- a. Jennifer is working on it

42. Windows in the parish hall and worship space.

43. Provide an emphasis and incentive to de-clutter our building

44. Add a survey to the website

45. Set up an annual standing event calendar

46. Publish Customaries

- a. All customaries have been sent to Jennifer by Fr. Rob

47. Fill two vacancies on the vestry (Darren, Avery)

48. Install LED recessed lighting in the worship space

- a. Fr. Rob will enlist some of the guys to get this done

49. Set up a sign committee

Jenn and Paula

50. Set up a painting Committee

What- For Painting fellowship hall and sanctuary:

Who- Dianne, Annabelle, Nancy, Jason and Jennifer.

Waiting on LED lighting to be installed first