

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, February 19, 2022, 2:00 p.m.

Present: The Rev. Hunter Ruffin; The Rev. Carmen Valenzuela; Mary O’Grady, Senior Warden; Steve Geislinger, Junior Warden; Alex Davis; Tamara Noel; Linda Spencer-Walters; Diane Spillum; Ann Tebo; Jan Wagner; Pam Waterman; Dylan Westbrook; Cece Wilhite; Karen Ford, Clerk.

Absent: Ann Neal, Treasurer.

The Vestry meeting was held in the context of the annual Vestry Retreat.


Parochial Report: The Parochial Report is not quite complete. The final report will be emailed to the Vestry later in the week. It is due to the Diocese on February 28. There was a brief discussion of the Report. Ann Tebo volunteered to write a paragraph to answer the question about looking towards the future.

Treasurer’s Report: Due to Ann Neal’s absence, Fr. Hunter gave the Treasurer’s Report. He pointed out that our net income looks larger than expected, but that is because some people pay their whole annual pledge in January. However... our income IS higher than in 2021! After a brief discussion, Steve moved that the Treasurer’s Report be accepted as presented. Linda seconded the motion, which carried.

Annual Meeting Minutes and January Vestry Minutes: Ann Tebo moved that the Annual Meeting Minutes and the January 16 Vestry Minutes be accepted as previously presented. Tamara seconded the motion, which carried.

There being no further business, the meeting adjourned at 2:15 p.m., and the Retreat continued.

Respectfully submitted,



Karen Ford, Clerk

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, March 20, 2022, 12:00 noon

Present: The Rev. Hunter Ruffin; Mary O’Grady, Senior Warden; Alex Davis; Tamara Noel; Linda Spencer-Walters; Ann Tebo; Jan Wagner; Pam Waterman; Dylan Westbrook; Cece Wilhite; Ann Neal, Treasurer; Karen Ford, Clerk.

Absent: Diane Spillum; Steve Geislinger, Junior Warden

A quorum was declared, and Father Hunter opened the meeting with prayer.

Our Sacred Bundle/Vision: The Vestry broke into groups, based on the goals set at the Retreat in February. Each group discussed “How will we engage others in the Parish in our work?” and then reported to the rest of the Vestry.

Coffee Hour: Lent to Easter: The Vestry signed up to host the Coffee Hours through Easter Sunday. Each Coffee Hour will need two or three pots of coffee (regular and de-cafeinated) and light snacks (cookies, doughnuts, fresh fruit, etc.). They will be held on the Patio as long as possible before it gets too hot. On Easter the Coffee Hour will follow the 8:00 service and will include an Easter Egg Hunt. Vestry members will recruit more Coffee Hour hosts.

Business Meeting: The Parish Library needs work. Book cases will be moved from the Farmhouse to the Education Building.

Changes in the parish COVID-19 Policy were discussed. Masks will no longer be required; there won’t be spacing for Communion, and people may kneel to receive; etc. Ann Tebo moved that these changes be approved. Tamara seconded the motion, which carried.

The Parochial Report was approved by email before it was submitted to the Diocese. Jan moved that it be formally approved. Cece seconded the motion, which carried.

Jan moved that the February Vestry minutes be approved. Pam seconded the motion, which carried. There were no questions about the submitted reports.

Diocesan Debt: For quite a few year we’ve been trying to learn from the Diocese what they say we owe; we think it’s approximately \$91,000. We have not had any real answers from

the Diocese. We would like to have it settled before we start our Capital Campaign. Various options were discussed, with particular input from the two attorneys and the judge who are Vestry members. Father Hunter was authorized to make an informal call to the Bishop to see if the whole debt can be dropped, and we'll see what happens.

Firewall and Cloud Back-Up: Following a hacking situation a couple of months ago, we have a need for protection. The estimate we received (from a company with whom we've worked in the past) is for \$1,271.94. This would only be on the Farmhouse network. Part of it would come from the Capital Improvement budget, and some (\$449.00 annually) would come from the Operating budget. The Vestry will not vote on this until April.


Chapel Door Track Replacement: The tracks for the Chapel Door have never worked properly, and they have gotten worse. The estimate we received is for approximately \$1,175.00 (with a \$100.00 discount). Jerry Adwell contacted several companies and received only the one reasonable response (from Handyman Connection). This could come from the Capital Projects Fund. We would like to have this done before Easter. Cece moved to approve this repair. Jan seconded the motion, which carried.

Treasurer's Report: There were no questions about the report. Mary said that she was pleased with the numbers. We're currently \$32,000.00 ahead of budget for the year. Ann Tebo moved approval of the Treasurer's Report. Tamara seconded the motion, which carried.

Other Business: Father Hunter reported that the Finance Committee has been working with the Episcopal Church Foundation to see about moving our investments to ECF (and doing away with our Cambridge and Schwab accounts).

Father Hunter closed the meeting with prayer. The meeting was adjourned at 2:15 p.m.

Respectfully submitted,



Karen Ford, Clerk

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, April 24 2022, 12:00 noon

Present: The Rev. Hunter Ruffin; Mary O’Grady, Senior Warden; Steve Geislinger, Junior Warden; Alex Davis; Tamara Noel; Linda Spencer-Walters; Diane Spillum; Ann Tebo; Jan Wagner; Pam Waterman; Dylan Westbrook; Cece Wilhite; Ann Neal, Treasurer; Karen Ford, Clerk.

Our Sacred Bundle/Reflecting on Our Vision: Ann Tebo shared the Invite Council brochure. She said that it is almost ready to send to Christian for formatting and printing. If members of the Vestry have any changes, please get them to Ann within two weeks. She will send copies of the brochure to Vestry members; Vestry liaisons will share the brochure draft with their Councils.

Moving the tract rack nearer the Greeters Table was discussed as a better placement. Moving the Coffee Hour to the Narthex was also discussed. The Unity Church would like to participate in anything going on.

Vestry Goal Updates: Some parents have been invited to participate in planning. A walk around of the grounds was made to audit placement and ideas for church signage. There was *much* discussion of fellowship dinners and/or summer fellowship groups. It was decided to start the groups in June-July-August, and then re-boot the program in September. A consensus was reached that people will be invited to sign up for the summer groups. A new invitation will go out in September for new groups with people placed in different groups than before. Each group will decide how, when, and where to meet.

There was also discussion of a Parish Picnic June 5; large group fellowships (e.g., Spaghetti Dinners) when possible; a Beer Tasting in the Fall, etc.

Capital Campaign: The Vestry’s attention was called to the brochure on “Relationships are Key in the Post-Covid Church” from Virginia Theological Seminary. A list of possible Capital Campaign committee members was shared and discussed. Members will be asked for a three-year commitment (with most of the “heavy lifting” in the first two years). A report will be given to the next Vestry meeting.

Business Meeting: Steve moved that the March Vestry minutes be approved. Jan seconded the motion, which carried. There were no questions about the submitted reports.

The Vestry needs to determine which funding category should be used for the IT Firewall and the Cloud Back-Up. Since it is a “start-up” project this year, it could be funded by the Capital Projects and Major Maintenance Fund, and then under Operating in future years. It was mentioned that water damage in the Church and Parish Hall roofs will also fall under Capital Projects and Major Maintenance. Pam moved, seconded by Linda (and “thirded” by Steve) that the funding for the IT Firewall and the Cloud Back-Up come from the Capital Projects and Major Maintenance Fund in 2022 but from Operating in future years.

Diocesan Debt: Fr. Hunter has spoken to the Bishop about possible forgiveness of our outstanding debt from many years ago. She said that the Diocese is working to get their PPP loan forgiven, which would make it easier for them to forgive our loan without long explanations to Diocesan Council. “Watch this space.”

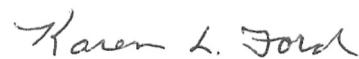
Sunday Service Change: Fr. Hunter said that he would like to change our Sunday schedule by moving the 10:30 service back to 10:00, starting on Trinity Sunday (June 12). Formation programs would be held after the 10:00 service. The summer bulletin will be simpler, with more dependence on the Book of Common Prayer rather than printing out everything each Sunday. Also, there will only be one reading in addition to the Psalm and Gospel for the summer.

Treasurer’s Report: Ann Neal reported that our investments are down this year. She also noted that income and expenses are also both down, but we’re doing well for the year so far. She went over a few notes to explain items that looked as if they might be discrepancies but are not. Ann Tebo moved approval of the March Treasurer’s Report. Cece seconded the motion, which carried.

Other Business: Tamara mentioned complaints she had heard about the cleaning crews, and that some of the groups meeting at Epiphany are “not respecting” our space. Carmen has spoken to the Tuesday group, which is the really large one that uses the Church.

Father Hunter closed the meeting prayer. The meeting was adjourned at 2:15 p.m.

Respectfully submitted,



Karen Ford, Clerk

CHURCH OF THE EPIPHANY – TEMPE

Vestry Meeting, May 22, 2022, 12:00 noon MST/2:00 p.m. CDT

Present: The Rev. Hunter Ruffin; Mary O’Grady, Senior Warden; Steve Geislinger, Junior Warden; Alex Davis; Tamara Noel; Linda Spencer-Walters; Diane Spillum; Ann Tebo; Jan Wagner; Pam Waterman; Dylan Westbrook; Cece Wilhite; Ann Neal, Treasurer; Karen Ford, Clerk.

Our Sacred Bundle/Neighborhood Demographics: Looking at a report from 2020, a discussion was held about what was surprising and what stood out. Ideas were shared of how Epiphany could reach out to our local area. Should we host a neighborhood meeting (for communal belonging, not to increase Epiphany membership)? We hope to build relationships rather than new ministries. Should we deal with existing entities such as HOAs, schools, police and fire departments, TCAA, etc.? Fr. Hunter mentioned the book “Charity Detox.” This topic will be discussed further at our August and September meetings.

Vestry Goal Updates: Children and Family reported nothing yet. Communicating reported that Pam is contacting three people. Mary’s group has looked at community activities. Pam spoke of bringing people to music events. Alex is working with the Capital Campaign Committee, and they will be working with Clyde Kunz.

Business Meeting: Karen said that she needed to make a couple of corrections in wording in the April 24 Minutes. Steve moved that the Minutes be tentatively accepted, seconded by Jan. The motion carried. There were no questions or comments on the Consent Agenda. There were no action items on the Agenda, and no one had anything they felt needed to be discussed.

Treasurer’s Report: Ann Neal reported that our year-to-date investments are down \$11,581.21. However... we are currently \$27,016.25 ahead in our complete budget as we head into the hot summer. We are *very* close on expenses. Two of our space rental clients are interested in renewing their contracts for next year. Our facility use is above budget, but our pledge and plate are down. Cece moved that the Treasurer’s Report be accepted, seconded by Steve. The motion carried.

Future Agenda Items: Ann Tebo will be meeting with Fr. Hunter about our dinner groups. Updates on our Vestry Goals will be reported each month. It will be decided in advance which group will report when, with Mary and Dylan starting in June.

The next Vestry meeting will be on Sunday, June 19. There will, as usual, be no meeting in July, but we will reconvene in August.

Fr. Hunter said that he will be a Chaplain at Chapel Rock June 5-11 (leaving the afternoon of June 5).

Ann Tebo moved that the meeting be adjourned, seconded by Tamara. The meeting was adjourned at 1:20 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Karen L. Ford".

Karen Ford, Clerk

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, June 19, 2022, 11:30 a.m.

Present: The Rev. Hunter Ruffin; Mary O’Grady, Senior Warden; Alex Davis; Tamara Noel; Linda Spencer-Walters; Ann Tebo; Jan Wagner; Pam Waterman; Dylan Westbrook; Cece Wilhite; Ann Neal, Treasurer; Karen Ford, Clerk.

Absent: Steve Geislinger, Junior Warden; Diane Spillum.

Father Hunter opened the meeting with prayer.

Our Sacred Bundle: The discussion of the in-house meetings is being delayed until August, when Deacon Martha and June Crane will be back in town. Father Hunter also said that he’d like to add to the Business Meeting discussion the approval of Juneteenth to the parish calendar.

Investment Recommendation from the Finance Committee: Jack Harthun and Michelle Davis spoke about the Finance Committee’s recommendations. The Vestry will not vote on this until August or September. Jack went over our balance sheet and suggested moving our investments to the Episcopal Church Foundation (ECF) where we would get a better return. The Cambridge and Schwab funds would be moved first. Michelle spoke about the resources offered by ECF, and recommended their Environmental/Social/Governance (ESG) 70/30%split.

Capital Campaign Notes: Alex and Jan spoke about the Capital Campaign Notes from Clyde Kunz. The Vestry’s one-word responses to the plan were: anxious, intrigued, imperative, insufficient, interested, necessary, and curious. The Potential Options and Campaign vs. Evangelizing sections were discussed. Alex went over some of the various options and possibilities. Having no campaign is not a possibility, but a slight delay is probably best.

Business Meeting: A quorum was declared. Jan moved, seconded by Ann Tebo, that the May Minutes be approved. The motion carried. There were no questions on the reports received.

Father Hunter has been discussing a one-year renewal with the Black Mothers Forum. They would like to use one more classroom. Their rent would increase to \$2,261 a month (\$27,132

a year) plus cleaning fees, for the three rooms. Ann Tebo moved, seconded by Jan, that this agreement be approved for one year.

Unity of Tempe would also like to renew their contract. It was suggested that Father Hunter and the Parish Staff be given the authority to extend their lease for one month, so that it can be discussed at the August Vestry meeting. Jan moved, seconded by Cece, that this be approved. The motion carried.

Father Hunter suggested adding Juneteenth to the Parish Handbook as a day off, following Diocesan policy, effective June 20, 2022. Pam moved that this be added, seconded by Jan. The motion carried.

Treasurer's Report: Ann Neal reported that we are currently \$38,243 ahead of budget as the summer begins. Cambridge showed a gain, but Schwab showed a loss. Year-to-date investments are down \$9,669.05. We are staying within budget on our expenses! Ann Tebo moved that the Treasurer's Report be accepted, seconded by Tamara. The motion carried.


Other Business: Pam mentioned that her husband, Jack, asked if the thermostats could be set and locked. He also asked if re-doing the parking lot might be added to the budget.

Future Agenda Items: We should review our cleaning costs and we might look into the cost of hiring a Sexton. Also, the Vestry-led dinners will be discussed at the August meeting.

There will, as usual, be no meeting in July, but we will reconvene on August 21.

The meeting was adjourned at 1:45 p.m.

Respectfully submitted,



Karen Ford, Clerk

CHURCH OF THE EPIPHANY – TEMPE

Vestry Meeting, August 21, 2022, 12:00 p.m.

Present: The Rev. Hunter Ruffin; Mary O’Grady, Senior Warden; Steve Geislinger, Junior Warden; Alex Davis; Tamara Noel; Jan Wagner; Pam Waterman; Dylan Westbrook; CeCe Wilhite; Ann Tebo; and Diane Spillum. A quorum was established.

Absent: Karen Ford, Clerk; Ann Neal, Treasurer; Linda Spencer-Walters.

Father Hunter opened the meeting with a prayer.

Our Sacred Bundle / Vision:

Insights from the House Meetings lead by co-chairs Deacon Martha and June Crane: Approximately thirty parishioners participated in the five “House Meetings” held at Epiphany in June and July. At these meetings participants were asked to share what was going on in their lives that was the most concerning to them. A summary of anonymous data from those meeting was shared with the Vestry via email. The group was asked to find leadership tasks buried within the responses in those discussions. It was emphasized that one of the strongest “take-aways” was that people want to be heard, and that we as a church need to do something as a next-step with what they are saying.

The themes that reoccurred in these discussions were that people are feeling increasingly alone and disconnected. June reported the following common threads:

- Loneliness and isolation
- Aging issues, along with challenges related to the navigation of the medical system
- Family issues, often including adult children who are unable to afford their own homes
- The overall housing crisis
- Finding ways to settle into retirement

Deacon Martha led the Vestry in a discussion related to how we could help address these concerns, including:

- Ask those who have already participated in the “House Meetings” to consider being involved in helping to host future meetings for more conversation. Those meetings would be on focused topics of interest.
- Create support groups for those dealing with topics like isolation, feeling adrift, dealing with death.
- Continue with phone calls checking in on parishioners.

Father Hunter emphasized that some of the problems are much larger than what we can address on the parish level (housing crisis, career development, mental health), and that we can have impact on those issues through our continued work and involvement with organizations like VIP and Arizona Career Pathways.

Thanks to Deacon Martha and June Crane for all of their hard work on this initiative.

Stewardship Update: Mary reported that under the leadership of Gregg McAlpin the Stewardship Committee has been meeting regularly. An all-parish “Stewardship Kick-off Dinner” is being planned for October 22. Logistics are still being worked out. The vestry will be asked to make calls encouraging people to attend the dinner. After the pledge deadline calls will also need to be made to those who did not pledge to see what the parishioners’ intentions are.

There will be no testimonials this year. Impact statements will be used instead, illustrating the work that is being done within the budget. A clear narrative budget will be communicated to people have a true sense of the church’s operational needs.

Fellowship Dinners: In September recruitment efforts will be underway to get parishioners to sign up to be part of small group (approximately 8 participants) dinner groups. Once sign ups are complete, the groups will be formed, and one person in each group will be identified as the potential leader. That person’s responsibility would be to get the first meeting organized. After that, subsequent meeting dates and places would be established by the group.

The goal would be for each group to meet once monthly from November – April. There was discussion about how much guidance should be provided for the groups’ discussion topics. The decision was to provide resources and ideas, but that the groups could each determine what seemed right related to structure and degree of formality.

Vestry members will approach people going into and coming out of services to get them to sign up on September 11, 18, and 25. There was discussion as to whether or not people could be added to existing groups after their formation. It was determined that if new people to the church expressed an interest, and email could go out to the identified leaders of all groups asking if it would be the right time for someone to join in, and that most likely at least one group would agree. Depending upon how it all goes, in January and after Easter the sign-up process for new groups to be added could start again.

External Community Events: Pam reported that on Thursday, October 27 from 5:00-8:00 Thew Elementary School is having a fall festival, and Epiphany was invited to host a booth. We will have a corn-hole game with small gifts/prizes to everyone who participates. Father Hunter said that there is also the possibility that representatives from Arizona Career Pathways could be there as well to provide information to interested parents about what they have to offer to those seeking career guidance and training.

Capital Campaign: Alex and Jan shared information related to updates and the imperative nature of continuing to work on making decisions relating to the Capital Campaign. The biggest questions that need to be answered are:

- When does the campaign take place
- What is the financial goal for the campaign

Exciting news was shared that we have the potential of starting the campaign with \$800,000 already given or pledged. \$500,000 was given anonymously to the church already with the stipulation that it all goes towards paying off the mortgage on the church. An additional \$300,000 (\$100,000 per year for three years) has been promised if a campaign does take place, and is not restricted to mortgage payment.

There was much discussion about the options for using that \$500,000 to lessen the mortgage balance. If the lender would agree to “rebalance” the existing loan with the \$500,000 payment it could be done immediately, and reduce the monthly payment very significantly. Father Hunter said that it would mean that the church would pay approximately \$90,000 less annually on the mortgage.

Another option would be to keep the same monthly payment, thus being able to pay the mortgage off in about eight years. There was concern about being able to sustain the high payment, however.

If the lender is not able to rebalance the existing loan, we cannot contractually refinance until 2024. Father Hunter is trying to find answers to the rebalancing question.

Trying to get a Capital Campaign Committee has been very challenging. Many of the parishioners who were approached had reservations about being involved for a variety of reasons. The three people who have agreed to participate so far are Kim Sunia, Peter Crane, and Amy Douglas. Now that there is more encouraging financial news, it was agreed that the Alex, Jan, and the three other current members can work on finding more participants. They will meet to come up with ideas to answer the questions (When does the campaign take place? What is the financial goal for the campaign?) and come back to the vestry to make the final decision, considering their recommendations.

Business Meeting:

Meeting Minutes: Jan moved that we approve the minutes from the June 19, 2022 meeting. CeCe seconded the motion. It passed unanimously.

Funding for Nursery Care Worker: Father Hunter reported that a \$2,500 anonymous gift was given to pay a nursery care worker \$17.00/hour starting in September. That money would last half of the remainder of the budget year, and that we needed to discuss approving another \$2,500 to continue to cover the cost until the next year when it could be written into the budget. The money could come from the general operating expense category or from the Burkhart Endowment Fund. Jan moved to approve the expenditure, noting that we could decide where the money would be taken out of the budget when the time came to do so. Tamara seconded it. The motion passed unanimously.

Plumbing Issues: Pastor Carmen explained that there were some emergency plumbing repairs that had to be done, so the expenditure from the Capital Improvement and Major Maintenance Funds category of the budget needed to be approved. The drain in the kitchen needed to be unclogged, a new garbage disposal installed, and the toilet in the nursery needed to be replumbed. The bill from PlumSmart was for \$1,453.42. Pam moved to approve the expenditure; Diane seconded it. The motion passed unanimously.

Treasurer’s Report: In the absence of Ann Neal, the treasurer, Father Hunter guided the vestry to look at the June/July report submitted by Ann. He pointed out that a page had been added with a spreadsheet report for the mortgage information. It was noted that about 2/3 of our monthly mortgage payment currently goes to pay the interest on the loan. The vestry was made aware of the fact that there are two upcoming capital expenses. There is a need for sound to be able to be heard in the Narthex, especially for those occasions where young fretting children need to be taken out of the sanctuary during services to the Narthex by a parent. Additionally, the parking lot will need to be repaved. Pam mentioned that her husband asked us to discuss the thermostat issue because when the volunteers arrive Saturday mornings, the thermostat is often left at a very low temperature, wasting

electricity. Father Hunter explained how the system is supposed to work to circumvent that problem, and what future plans might be for upgrading thermostat technology. Steve moved to approve the financial report as presented. Jan seconded it. The motion passed unanimously.

Adjournment: Dylan moved to adjourn the meeting at 2:25. Diane seconded it. The motion passed unanimously.

Respectfully submitted,

Ann Tebo
(for Karen Ford who was absent)

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, September 18, 2022, 12:30 p.m.

Present: The Rev. Hunter Ruffin; Steve Geislinger, Junior Warden; Alex Davis; Tamara Noel; Linda Spencer-Walters; Diane Spillum; Ann Tebo; Jan Wagner; Pam Waterman; Dylan Westbrook; Cece Wilhite; The Rev. Carmen Valenzuela; Ann Neal, Treasurer; Karen Ford, Clerk.

Absent: Mary O’Grady, Senior Warden.

Father Hunter opened the meeting with prayer.

Our Sacred Bundle: Pam and Alex were thanked for inviting people to join the Fellowship Dinners this morning. Ann Tebo reported on the project and mentioned that people were needed to announce the dinners and invite people to sign up for them the next four Sundays. The following Vestry members volunteered:

Service Time	September 25	October 2	October 9	October 16
8:00AM	Dylan W.	Pam W.	Pam W.	Alex D.
10:00AM	Dylan W.	Jan W.	Cece W.	Linda S.

It was suggested that parishioners be able to sign up on-line.

Campus Signage: Alex, Carmen, and Father Hunter had a walk-through of the property. Alex will take photographs and set up a plan to share with the Property Committee. Once the plan is approved, Carmen and Christian will set it up and send it to a print shop. This will be a capital project.

Vestry Goals and Updates: Father Hunter plans to send an email to the Parish about our anonymous \$500,000 gift. He will send a draft of the email to the Vestry tomorrow and then, after Vestry feedback, will send it to the Parish on Wednesday.

Business Meeting: A quorum was declared. Jan moved, seconded by Cece, that the August Minutes be approved. The motion carried. Many thanks to Ann Tebo for her great job writing them! There were no questions about any of the reports submitted. Father Hunter spoke about the possibility of further gifts to help reduce our mortgage debt. We are hoping they will be received in January or February of each year, and we can re-balance the loan each September.

A parishioner in good standing has been discerning a call to the Diaconate. The Vestry's approval is needed, as well as a pledge of financial support over two years. This will include background and psychological checks, as well as continuing education. There are some funds available in the Father Ron Poston Fund. Diane moved, seconded by Linda, that this be approved. The motion carried.

The Vestry had approved by email consensus a motion that initiated the payment of \$500,000 to our mortgage principal, and also approved submitting a letter requesting that the loan be rebalanced. Tamara moved, seconded by Jan, that this be approved by in-person vote of the Vestry. The motion carried.

Father Hunter had sent an email to the Vestry with two resolutions (see attached). Either both would need to be passed, or neither of them. There was discussion by the Vestry, with a few minor corrections. Steve moved, seconded by Ann Tebo, that the resolution "Endowment and Investment Fund Enabling Resolutions" be accepted as amended. The motion carried. Jan moved, seconded by Pam, that the resolution authorizing the moving of our Cambridge and Charles Schwab investments be moved to a new investment account with The Episcopal Church Foundation and its investment partner (State Street Advisors). The motion carried.

Treasurer's Report: Ann Neal went over the Treasurer's Report. She pointed out that we had lost \$2,000 in our Cambridge account. She also mentioned that the November report will be the first one to show a reduction in our monthly mortgage payment. Termites have been found in the Nursery, which will be an unanticipated expense. We are currently \$19,000 ahead of where we expected to be, even though we are at a loss. Jan moved, seconded by Steve, that the Treasurer's Report be approved. The motion carried.

Future Agenda Items: It will be time to start looking at our 2023 Budget. We can also expect reports from the Vestry Nominating Committee (Tamara, Dylan, and Ann Tebo, whose terms will be expiring in January) over the next three meetings.

Father Hunter asked if there were any prayer requests, and he then closed the meeting with prayer.

Linda Spencer-Walters moved to adjourn the meeting, which closed at 1:50 p.m. Father Hunter distributed a list of upcoming parish events and encouraged Vestry members to attend them.

The next meeting will be on Sunday, October 16, at 12:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Karen L. Ford".

Karen Ford, Clerk

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, October 16, 2022, 12:30 p.m.

Present: The Rev. Hunter Ruffin; Mary O’Grady, Senior Warden; Steve Geislinger, Junior Warden; Alex Davis; Tamara Noel; Linda Spencer-Walters; Diane Spillum; Ann Tebo; Jan Wagner; Dylan Westbrook; Cece Wilhite; The Rev. Carmen Valenzuela; Ann Neal, Treasurer; Karen Ford, Clerk.

Absent: Pam Waterman.

Father Hunter opened the meeting with prayer, using the “At Noon” section of “Daily Devotions for Individuals and Families” in The Book of Common Prayer (page 138).

A quorum was declared.

Our Sacred Bundle: Father Hunter asked for updates on the Vestry Goals.

Fellowship Dinners: Ann Tebo reported that today was the last day to sign up. Carmen said that she had 34 entries, and that about half of those were double sign-ups for couples. Ann will be back in town next week, so the committee will meet to set up groups. Alex mentioned that some people do not drive at night and would prefer lunch groups.

Campus Signage: Father Hunter and Alex walked the campus this morning discussing the wording for the signs and their placement so that they will be safe from water, weed whacking, etc.

Welcoming Families with Children: Mary reported that they have been working on different ideas – creating a children’s book and activity nook in the narthex, making the language in the bulletin more welcoming to families, rearranging the children’s chapel, starting plans for a nursery, investigating the best way to provide sound to the narthex and children’s room, providing family friendly events, looking into opening the playground on Sunday mornings. This will all be on-going work of the parish, and not just a one-year goal. Also, she is looking for hosts for the family movie night.

Capital Campaign: Alex mentioned the need for a meeting of those who have agreed to serve on this committee.

Community Events: Pam has been working with Andrea Stewart and Carol Dalton on the Thew Fall Festival. Our clinic yesterday provided approximately 80 vaccinations. A Google review mentioned about Epiphany “They actually help people there!”

Stewardship Dinner Calls: The nine Vestry members (not Wardens) have been calling people about the dinner on October 22.

Nominating Committee: Tamara has had one “yes” and one “maybe” so far.

Business Meeting: Jan moved, seconded by Tamara, that the September Minutes be approved. The motion carried. There were no questions about any of the reports submitted, and there are no action items.

Other Business: Carmen reported that there are termites in the Nursery. She has received a quote for \$600.00 to exterminate them, which would be an operating expense. Alex spoke about the Solar for Nonprofits program, in which SRP would place solar panels in our parking lot. Applications are due on October 20, and his wife, Michelle, is working on that. Alex will share the draft with the Vestry.

Next Meeting: The Vestry will discuss Gift Acceptance and Endowment Policies, as mentioned in Father Hunter’s Rector’s Report.

Treasurer’s Report: Ann Neal went over the Treasurer’s Report. She just received the Cambridge report yesterday, so it isn’t included. Charles Schwab is down. Our year-to-date investments are down by \$16,506.87. We had budgeted to be down overall by \$57,000, but we are doing \$14,000 better than that, mostly due to facility use income. Our total expenses are under budget by \$318.75. Father Hunter reported that the Diocese has submitted an application for PPP loan forgiveness, so we continue to wait...

Alex asked if we’re looking at the 2023 budget yet, and if anything would be distributed at the Stewardship Dinner next Saturday. Father Hunter said that he is working on the budget,

which he will submit to the Finance Committee, and then on to the November or December Vestry meeting. One big change is that he is hoping finally to include the Serve Council in the Parish Budget. He says we're currently looking at a \$40,000 deficit for 2023, and a flat budget for 2024. Cece moved that the Treasurer's Report be approved as submitted. Jan seconded the motion, which carried.

Jan moved that the meeting be adjourned, seconded by Tamara. The meeting adjourned at 1:25 p.m.!

Respectfully submitted,

A handwritten signature in cursive script that reads "Karen L. Ford".

Karen Ford, Clerk

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, November 20, 2022, 12:20 p.m.

Present: The Rev. Hunter Ruffin; Mary O’Grady, Senior Warden; Steve Geislinger, Junior Warden; Alex Davis; Tamara Noel; Linda Spencer-Walters; Diane Spillum; Ann Tebo; Jan Wagner; Pam Waterman; Dylan Westbrook; Cece Wilhite; The Rev. Carmen Valenzuela; Ann Neal, Treasurer; Karen Ford, Clerk.

A quorum was declared with 100% attendance!

Vestry Goal Updates/Fellowship Dinners: Ann Tebo, who coordinated the dinners, said that she had heard fabulous things about the dinners, though there are a few questions to work out. Father Hunter questioned how these will transition into a standard ministry, part of the life of the Parish. The dinners will wind down in April.

Campus Signage: Alex reported that a draft of what is needed has been done, but no designs. Carmen and Christian will take it from there.

Welcoming Families with Children: Mary reported that there were no new updates. Like the Fellowship Dinners, this will move on from being a Vestry responsibility before long. She also mentioned a sound issue – getting to the narthex and children’s room.

Capital Campaign: Jan and Alex met with a smaller committee a couple of times. The committee is leaning towards debt elimination. They will have an update in December and an announcement at the Annual Meeting. A goal of \$200,000-500,000 was mentioned.

Community Events: Pam reported that the recent activity at Thew Elementary School was very successful – it was a good event. The next community event, also a part of the Serve Council, will be gift wrapping at Changing Hands December 17 and 18. Father Hunter mentioned annual Parish events that will be returning – Lessons and Carols, Chili Contest, Fish Fry, etc. Ann Tebo asked why we aren’t using the Councils for more of these activities, and Father Hunter suggested reinvigorating the Council structure.

Nominating Committee: The Committee needs four or five potential candidates, plus one Clerk. Tamara reported that she has three definite candidates and two other possibilities, as well as a possible Clerk.

Stewardship Update: Carmen arrived with totals for this morning's ingathering – we have 39 pledges, totaling \$194,214, about 50% of our goal. A letter will be sent out in a couple of weeks to those who have not committed, and Vestry members will be asked to make telephone calls in mid-December to see whether people wish to participate.

Worship Practices: Father Hunter requested the wisdom of the Vestry, rather than a vote, on whether people should be given the choice of drinking from the Chalice at Communion, or whether we should stay with intinction only. Father Hunter reminded everyone that there is more danger of COVID transmission sitting in a room together (as at a Vestry meeting) than there is from drinking from the Chalice. Also, Jesus invited us to *drink* the Wine. The Wednesday morning Holy Eucharist is allowing drinking from the Chalice. The Diocese is now permitting parishes to make that decision. A lengthy discussion followed, with people from both sides and no consensus.

Business Meeting: Pam moved, seconded by Jan, that the Minutes from October 16 be approved. The motion carried. The only question on the reports that were sent out was about the termites. The infestation was not bad, but the treatment was thorough and there will be an annual check-up.

Action Items: A discussion was held about funding the dinner at our January 6th celebration. It was finally decided to approve the expense, but put out boxes for suggested donations of \$18.00 per person. Jan moved that this be done, seconded by Linda. The motion carried.

Our investments are currently being moved to the Episcopal Church Foundation. Our mutual fund cannot be moved as such, but will need to be liquidated and then moved. Jan moved, seconded by Ann Tebo, that the Vestry grant authority to liquidate the Schwab funds and ACH them to the Episcopal Church Foundation/State Street. There may be a small fee to do this, but the Schwab fund has been losing money. The motion passed unanimously.

Treasurer's Report: Ann Neal reported that ECF is working on the Cambridge funds. We expected to be down \$60,000 by this time of the year, but we're ahead of budget by \$22,000! Pledges and facility use have been better than expected. Ann Tebo moved, seconded by Jan, that the report be accepted. The motion carried.

Other Business: Tamara has been asked about the window washing. Carmen said that it will, as usual, be done for Christmas. Tamara asked about moving the banners in the Narthex to the Parish Hall. Father Hunter says he needs to think about the best way to do that.

Alex asked about feed-back on the endowment. Father Hunter said decisions need to be made about creation of a committee and a gift acceptance committee.

The December and January meetings will have busy agendas. The 2023 Budget will be reviewed in December, and in January the Vestry will vote to send it to the Annual Meeting. Nomination approvals will also be made in December or January.

The January Vestry meeting will move to the third Sunday (22 January) due to Father Hunter and others being in Jerusalem on the 15th. The January meeting will be almost entirely focused on the Budget. The Annual Parish Meeting will be held on January 29th immediately after the 10:00 service (approximately 11:30).

Carmen reminded everyone of the Mini-Clean Day on 10 December.

Cece moved to adjourn at 2:00 p.m.

Respectfully submitted,



Karen Ford, Clerk

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, December 18, 2022, 12:00 p.m.

Present: The Rev. Hunter Ruffin; Mary O’Grady, Senior Warden; Steve Geislinger, Junior Warden; Alex Davis; Tamara Noel; Linda Spencer-Walters; Diane Spillum; Ann Tebo; Jan Wagner; Pam Waterman; Dylan Westbrook; Cece Wilhite; Ann Neal, Treasurer; Karen Ford, Clerk.

Absent: The Rev. Carmen Valenzuela.

Father Hunter began the meeting by asking for a quiet grounding period for about a minute, followed by Psalm 133, today’s Gospel reading (Matthew 1:18-25), his reflections on the passage, and the Lord’s Prayer.

Vestry Goal Updates: Ann Tebo reported that the Fellowship Dinners are going well, and two groups have asked for more resources. There are no updates to the Campus Signage project. Welcoming Families is going well. Pam reported that Epiphany participated in Thew’s Fall Festival and will be planning something for spring, possibly another Thew event.

Alex and Jan spoke about the Capital Campaign Committee. They have met (remotely) with Clyde, the Diocesan consultant, in Tucson. Their priority is to become debt free, and they feel that our mortgage could be paid off in five years! They have worked with Episcopal Church Foundation materials on Discernment, Feasibility, and Solicitation, and would like to focus on this during Lent. Father Hunter mentioned that a new vision is forming of what the Church is and can be “in these days.” Discussion followed.

Nominating Committee: We have three candidates for Vestry: Steve Geislinger, Aaron Van Briesen, and Jude Wickelgren. Andrea Stewart has agreed to serve as Clerk, and Dylan Westbrook has agreed to serve as Junior Warden.

Stewardship Update: Thirty pledges are outstanding (from people who have previously pledged or given regularly). It is likely that the Vestry will be asked to make phone calls to the remaining households in early January to ask if they are planning to make a pledge and if they can do that prior to the annual parish meeting.

Budget Review: Father Hunter pointed out that this is only an initial review and that there will likely be changes made at the January meeting before it is approved and sent to the Annual Parish Meeting for a vote. This will be the only item on the January Vestry meeting. Father Hunter went over the income and expense lines with some explanations. A couple minor errors were pointed out and corrected.

Business Meeting: Jan moved, seconded by Ann Tebo, that the Minutes from November 20 be approved. The motion carried. Of the reports that had been sent out, it was agreed that Mary's Senior Warden Report was the best! Pam had a question about the Rector's Report, concerning the Zoom meeting with the Bishop. Father Hunter explained that the purpose of the meeting is just to get to know each other. She will also talk about evangelism.

Housing Allowances: The Vestry was asked to approve resolutions concerning which portion of their pay Father Hunter and Pastor Carmen would like to be considered as Housing Allowances for tax purposes. Father Hunter explained that this does not in any way affect the amount they are paid; it's just for the Internal Revenue Service. Ann Tebo moved that the resolutions be approved as submitted, seconded by Cece. The motion carried.

Executive Session: The Vestry went into an Executive Session on staff compensation.

Treasurer's Report: Ann Neal went over her report and answered some questions. She reported that we are currently under budget by \$11,300, which is better than we expected. Jan moved, seconded by Alex, that the report be accepted. The motion carried.

Father Hunter asked if there was any new business for next month, and there was not.

Father Hunter reminded the Vestry that The January Vestry meeting will move to the third Sunday (22 January) due to Father Hunter and others being in Jerusalem on the 15th. The January meeting will be almost entirely focused on the Budget.

Linda moved to adjourn at 2:14 p.m.

Respectfully submitted,



Karen Ford, Clerk