

**MINUTES OF A VIDEO-CONFERENCE MEETING OF THE VESTRY  
GRACE EPISCOPAL CHURCH, GAINESVILLE, GEORGIA**

**CALL TO ORDER:** The Vestry meeting convened on December 21, 2020, at 6:40 PM via ZOOM Conference. Stuart Higginbotham opened with the reading of a Celtic poem, the subject of which was “we need a Winter in our lives.”

**VESTRY MEMBERS/OFFICERS PRESENT:**

Dan Scott, Senior Warden  
Patrick O’Rouke, Junior Warden  
Newsom Cummings  
Chaudron Gille  
Charles Kelley  
JoAnn Manring  
Scarlet Pendarvis  
Tom Rossi  
Gail Sargent  
Doug Smith  
Christy Wagner  
Mike Whitmire  
Callie Flack, Treasurer (by phone)

**STAFF PRESENT:**

Rev. Dr. Stuart Higginbotham  
Rev. Dr. Cynthia Park  
Reba Page

**ACTION ITEMS**

- Financials and Minutes from November were approved. Whitmire/Gille. Unanimous.

**OTHER:**

- The Treasurer’s Report was briefly discussed as we are waiting to see what December brings. Grace will file for forgiveness on the PPP funds in April. Finance will make a recommendation at their January meeting; the Vestry will formally decide at their January 25 meeting.
- Stewardship/Budget:
  1. There are still 54 households who have not responded.
  2. Because checks can be tracked, it has been determined that 40% of the parish has never made a financial commitment.
  3. A 30% cut in the entire budget, which is dispersed among salaries, outreach and programs will be necessary if additional pledges are not received.
  4. Given that we are 3 weeks away from putting together a draft budget, time is of the essence in reaching out to the “unpledged.”
  5. Stuart will draft a letter for the Vestry’s approval that will be sent to the households that have not pledged at all.
  6. After parishioners have had time to read Stuart’s letter, Vestry members will again contact those who have not responded to the pledge call.

● **Annual Meeting & Nominating Committee Update:**

- 1.** The nominating committee is in the process of making calls to church members who have been vetted as potential Vestry members.
- 2.** Three have agreed to stand for election, and we need 5 more for a total of 8.
- 3.** The list of candidates needs to be solidified by January 13, so that Jennifer & Reba can communicate with them for biographies to be sent with the ballots to parishioners by January 19.
- 4.** Returned ballots will be due in the church office by February 9, 2021 and the Vestry will certify on the morning of February 10.
- 5.** The annual meeting will be held on February 10, 2021. New Vestry members will be announced at that time.

**Addendum:** The Rector and Senior Associate Rector have requested to keep their housing allowance for 2021 the same as 2020. Higginbotham Housing: \$40,000 and Park Housing: \$35,700. Vestry approval by e-mail.

Cynthia Park led a closing prayer, and the meeting was adjourned at 8:00PM.

Minutes recorded by Susan Lahey, Clerk of the Vestry