August 27, 2026 Vestry Minutes

IN ATTENDANCE
Jim Bradley
Sue Bowron
Kimberley Boyd, Jr. Warden
Steve Carlson
Cheryl Kelley
Laura Rives
Tracy Troutman
Ben Wagner
Jeff Whalen
Rob Harris, Clerk
Rachel Pearson, Treasurer

ABSENT
Jo Brewer
Jason Voyles, Sr. Warden
Spencer Walker

STAFF PRESENT
Rev. Dr. Stuart Higginbotham - Rector
Rev. Dr. Brandon Nonnemaker - Assoc. Rector

Rev. Dr. Stuart Higginbotham opened the meeting with a prayer and benediction at 6:28 p.m.

AGENDA ITEMS

1. Treasurer's Report & Minutes
    - Higginbotham directed the Vestry to the Treasurer's Report and minutes for the May and July meetings sent out for review
    - Pearson highlighted financial items for the current period and noted that current period trends remain consistent with prior periods this year

2. COG Budget

   - Higginbotham discussed the COG budget and mentioned that the Finance Committee will review it to determine whether COG's remission to the Parish should change to cover increasing costs
   - Vestry discussed tuition rates and need to retain key teachers to remain competitive with other area pre-schools

3. Family & Discipleship

   - Nonnemaker stated that Christian education restarted this week, with ~40 adults in the forum
   - Nonnemaker highlighted a parish life online event that will run 7-8p.m. on Sundays indefinitely to inform the Grace community about upcoming events
   - Higginbotham noted that approximately 35 people have signed up for the upcoming retreat

4. Formation & Community Life

   - Higginbotham stressed that the upcoming Bicentennial will be a critical part of stewardship budget and campaign theme
   - Vestry discussed building the stewardship campaign around a two-part, two-year theme

5. Building & Grounds

   - Carlson highlighted the annual B&G maintenance and repair budget of $70K with approximately $36K spent year to date and approximately $175K of the B&G capital budget of $207K (allocated from the Building Reserve, Bicentennial Phase 1 and COG funds) spent year to date
   - Carlson noted the completion of several capital projects undertaken by the Parish and several ongoing items, including the plaza monument sign and church air leaks
   - For upcoming projects, Carlson mentioned the search for a new landscaping services vendor as well as repairs potentially needed for security cameras and the Parish boiler
   - Higginbotham pointed out that there will be several Phase 2 B&G items to discuss and that estimated costs will likely have increased since their initial inclusion in Phase 2

6. Outreach

- Vestry discussed ways to collect and count service hours during November Parish service hour month
  - Questions of how to define what counts as service and how to spotlight community partners discussed

7. Other items
   - For St. Brigid's programs, Vestry discussed ways to follow up and incorporate participants into broader life of Parish
   - Higginbotham noted that the Parish has named four persons (Tracy Troutman, Jason Voyles, Meg McPeek and Jim Bradley) to serve as Council Delegates and may need a fifth (but will verify)
   - Boyd mentioned that she is working on a theme for the upcoming Stewardship campaign around the Bicentennial
   - Higginbotham encouraged Vestry members to gather names of persons interested in serving on Vestry for the upcoming terms

APPROVALS

1. The Minutes for the May and July Vestry meetings and the Treasurer's Report as presented to the Vestry were approved unanimously. (Kelley/Carlson)
2. The recommendation of the Finance Committee to accept and approve the Audit Report presented to the Vestry, subject to review of the final opinion letter by the Vestry, was approved unanimously (Rives-second)
3. Nomination of Tracy Troutman, Jason Voyles, Meg McPeek and Jim Bradley to serve as Council Delegates, with nomination and approval of a fifth to be determined at a later date if necessary, was approved unanimously (Carlson/Boyd)
4. Nomination of Laura Rives as fifth member of Council Delegates was approved via email by majority vote on 9/5/26
5. Audit Management Letter received, reviewed and was approved via email by majority vote on 9/8/26

Meeting was closed with a prayer by Bradley at 7:21 p.m.