

MINUTES OF THE VESTRY OF  
EPISCOPAL CHURCH OF THE ASCENSION  
Committee Reporting Session  
September 26, 2021

On Sunday, September 26, 2021, the Vestry of Episcopal Church of the Ascension held their regularly scheduled meeting in person. The meeting began with committee meetings held after Sunday services. Committees began to meet at about 11:30 am, spread out across the campus, in the Parish Hall, the Parlor, the Courtyard, and other rooms.

Father Paul called committee leaders to the regular meeting in the Youth and Outreach Center at 12:30 pm for the reporting session. Those attending the reporting session were:

Rector Father Paul Klitzke

Senior Warden Allen Myers

Junior Warden Andrew Marshall

Laura Warner Gilmer

Andrew Bolt

Shade Badejo (via Zoom)

Jonathan March

Harry Breda

Audry Lee

Jane Taber

Mark Unkenholz

Suzan Fenner

Ashley Rector

Brett Rector (via Zoom)

Rob Orton

Todd Rutenbar

Jon Dunfee

Joan Romanosky

Jane Taber

Labau Bryan (via Zoom)

Associate Rector Mother Teresa, Vestry Member Julie Baker and Treasurer Jane Burruss were absent. Vestry member Harry Breda continued to perform duties as Clerk of the Vestry.

Father Paul called the committee reporting session to order. He began the meeting by asking each of the committees to address their current needs, primarily for new members.

- **ADS Board:** a member who has been at Ascension for a while, preferably knowing the history of the school
- **Evangelism:** up to three new committee members, and more ushers/greeters
- **Formation:** committee is fully staffed
- **Liturgy and Music:** up to two members, including a young person or teenager
- **Outbound:** committee is fully staffed
- **Pastoral Care:** two new members with an interest in pastoral care
- **Property, Plant & Equipment:** two to three members with skill in engineering, mechanical or landscaping, as well as people willing to lift heavy stuff
- **Radical Hospitality:** up to three new members, including younger people with an interest in planning events
- **Stewardship:** up to three members, with outgoing personalities a plus.

With that said, committee reporting began.

Ascension Day School (Brett Rector, Board President, reporting)

- We are now three to four weeks into the school year, and things are going well. The school is requiring masks for older students. There will be a meeting on Sunday October 3 to discuss the issue again.
- The board is closely watching school finances; enrollment was higher this school year as COVID has receded.

Evangelism Committee (Jane Taber, Committee Chair, reporting)

- The committee hosted lunch on Sunday – many thanks from all who gathered.
- The origami doves were installed in the narthex – the committee has received good feedback from parishioners on the project.
- Father Ernie asked for some help with his art show on October 9. The committee was seeking volunteers to help with a slideshow during the show, and a brochure or a handout for Ascension to have available at the show for attendees.
- Jane mentioned a need for new ushers and greeters, as well as a scheduling app, similar to what we had used prior to the pandemic pause.
- Finally, the committee is discussing a fall service project.

Finance Committee (Jane Burruss, Treasurer)

- No reporting from the committee as Jane was unable to attend the meeting.

Formation Committee (Joan Romanosky, Chair)

- The Formation Fair held on September 12 didn't go as well as the committee wanted it to, so there will be another one on January 9, 2022. The Fair will feature nine tables, one for each ministry (Godly play, adult formation, youth group, pilgrimage, etc.). Each table will be staffed and each table will have material for parishioners.
- The adult formation class is reading the Gospel of Luke.
- The anti-racism task force had about 35-40 screens on each session with the Rev. Dr. Watters. The sessions will end on September 30. The task force is brainstorming the next round of ideas.

#### Music & Liturgy Committee (Father Paul Klitzke, reporting)

- Father Paul noted for the group that the office staff is looking into a tool to help make the bells ring on schedule. It should be implemented in the next week or so.
- The choir is coming back to the parish, with rehearsals beginning October 6.

#### Outbound Ministry (Audry Lee, Chair)

- The food pantry is delivering 55-65 bags of food to clients each week. They are not currently spending any money with Sharing Life, as most of their food comes from donations. Brian Kaspar has been getting fresh produce cheaply from wholesale supply, primarily. They are buying some things, such as salt and pepper, and oil.
- The committee is committed to sharing bags of food, and not offering "full choice" where guests can pick and pull stuff from shelves. The drive-thru process seems to be working well.
- The committee is still not serving at Austin Street, but the need for lasagnas is high. The next opportunity is November 6 (coinciding with a Radical Hospitality happy hour).
- They are looking to organize an offering with Tasby Middle School soon.
- The Garden area is going well and entering the end of the season. All plots were sold. They need some assistance with the water, however.
- Stults Elementary didn't need any help this year. We will plan to do a book drive for Kids U.
- Last, Audry noted that the committee is working to help with Afghan refugees who are being resettled in the Dallas area.

#### Pastoral Care (LaBau Bryan, Chair)

- The group will host a Stephen Ministry workshop on October 23, to educate and inform, and ultimately increase their numbers.
- The birthday and grief ministries are ongoing.
- The group got a relatively poor reception to the "Food for Souls" idea – they are looking into it and may not pursue it further.
- The Lay Eucharistic Delivery ministry will begin soon.

#### Property, Plant & Equipment Committee (Andrew Marshall, reporting)

- The work day is scheduled for Saturday October 2 – there are indoor and outdoor activities on the docket. A signup sheet is available online for those looking to join in on the fun.
- The group is seeking to plant new trees in the playground area, on the south end of campus. The group is looking to plant up to ten trees.
- There are ants in the courtyard! John Johnson will be spraying to help remove them.

- Last, the group is looking to buff the floors in the sanctuary soon.

Radical Hospitality (Suzan Fenner, reporting)

- The group discussed the November 6 happy hour and will change the theme to “game night at Ascension.” Games will be available for both youth and adults, and much fun will be had.
- The event will start after the lasagna delivery Saturday, at about 4:30 in the afternoon. The committee will provide appetizers and libations.

Stewardship Committee (Jon Dunfee, Chair)

- The committee reviewed last year’s giving campaign, and also reviewed some additional campaigns from other parishes shared by Father Paul. Jon mentioned that he’s looking for many pictures of our ministries in action, and developing creative that would emphasize the activity that the church directs or sponsors and the impact we have on the community.
- In reviewing past efforts, the committee noticed some inconsistency in branding – logos, colors and fonts. He’ll seek to be more consistent going forward.
- They expect a letter to go out in late October or early November. It’s a bit late, given that historically we have used the November 1 as our in-gathering of pledges.

With no further committee reporting, Father Paul offered a closing prayer. The meeting adjourned at 1:22 pm, with the Vestry meeting to begin at 1:30 pm.

MINUTES OF THE VESTRY OF  
EPISCOPAL CHURCH OF THE ASCENSION  
Regular Business Meeting  
September 26, 2021

Following the completion of committee reporting, the Vestry of the Episcopal Church of the Ascension began its regular business meeting in the Youth and Outreach Center. Committee heads were dismissed; those who remained for the business meeting included Father Paul Klitzke, Senior Warden Allen Myers, Junior Warden Andrew Marshall, and Vestry Members Shade Badejo (via Zoom), Jonathan March, Laura Warner Gilmer, Andrew Bolt, Ashley Rector, and Harry Breda. Absent from the meeting were Associate Rector Mother Teresa Terry, Vestry Member Julie Baker and Treasurer Jane Burruss. Harry Breda also served as Clerk of the Vestry.

The meeting came to order at 1:30 pm.

Devotional

Harry Breda read a devotional, a short passage on living life from Judge Oliver Wendell Holmes.

Prayer Requests

As a Vestry and as a congregation, we pray for ...

- Mother Teresa Terry, injured in a bicycle accident;
- Jane Burruss and her family;
- Blessings for Suzan Fenner and her extended family, with a new grandson;
- Bill Dunham and his family;
- Haitians and other refugees at the U.S. border;
- Those that were left behind in Afghanistan;
- All who have been impacted by COVID, including those who have been sick as well as those who are caring for the sick;
- Doctors, nurses, caregivers and first responders dealing with those impacted by the pandemic;

Following a moment of silence for centering and prayer, the Vestry read aloud the mission statement of Episcopal Church of the Ascension.

Ordinary Business

Meeting Minutes

Minutes for the August meeting were delivered to the Vestry earlier in the month. Laura Warner Gilmer moved to accept the minutes as presented. Allen Myers seconded the motion, and the motion was approved unanimously.

### Financial Reports

- Treasurer Jane Burruss shared the monthly financial report with the Vestry. Father Paul expressed her sentiments and report to the Vestry in Jane's absence.
  - Jane expressed great satisfaction that parishioners have continued to support Ascension during the pandemic; she has heard anecdotes of other parishes who have seen a significant drop-off in support.
  - There was one minor issue on the books that remains; she expects it to be fixed in October.
- Laura Warner Gilmer moved that the financial reports be accepted as presented. The motion was seconded by the group, and was approved unanimously.

### New and Continuing Business

#### Capital Campaign Update

- We are still finishing up the last of the issues with the flooring, the Parlor and other items. We also don't have a final bill from the contractors, though we expect that to arrive soon.
- One of the last remaining tasks is to get outlet covers throughout the narthex; these have to be specially ordered as they are sunk into the floor.
- A question was raised that there seems to be a lot of dust throughout the building – this is considered normal for a construction area. The cleaning crews have taken care of much of it already, and construction crews have also cleaned.

#### Additional Capital/Property Issues

- Bell Controller – As discussed during the reporting session, the screen went out on the control panel for our bells, and they have been misfiring. We received a bid to fix the electronics that drive the bells and proceeded with a contract from Chime Master for about \$5,000.
- According Wall in Chapel – The according wall was installed incorrectly; we have repaired it quickly in order to keep the room safe. A long-term repair for the wall will be about \$2,000. Discussing potential options with Jordan and Mother Teresa, and with Kate at ADS, we have determined that the long-term fix probably isn't needed as the according part wasn't being used. We will decide whether to fix or replace soon.
- Intercom – The intercom system in the office has gone out. We have discussed other options, including video and additional buttons. One new system would cost about \$1900. ADS has a much better phone system, which includes more phone options.
  - Andrew Bolt moved to authorize office staff to spend the amount needed to update and improve the intercom system. The motion was seconded by Harry Breda and approved unanimously.

### Formation and Worship Schedule

- This week (September 26) we started up the 8:00 am services again, and we have since adjusted the second service to 10:15 am. Attendance at the 10:15 is still about half of what it was prior to the pandemic.
- Father Paul expressed the belief that the 8:00 am service has fewer COVID issues – it's a shorter service, there are fewer people and thus more spacing, and there is no singing.
- The "opener" group is largely on-line again – doors, coffee, lights, and so on.
- Father Paul noted that Fellowship One has a scheduling app that can be activated, which can help with scheduling of readers, LEMs, greeters and ushers, and so on.
- Regarding the common cup, we will be moving to a system where the Lay Eucharistic Ministers will perform intinction for those who wish to receive. The LEM will take the host, dip it into the cup, and place in the mouth of the recipient. This is the safest method, according to Father Paul. And of course you will always have the option to decline the cup.

### Reports

#### Junior Warden – Andrew Marshall

- The parish workday is scheduled for October 2 from 8:30 am to 1:00 pm.
- Allen raised a question about where the new trees are to be planted ... Andrew replied that the trees have all been approved for placement on campus grounds.
- Allen also asked if the vestry has approved funds to pay for the trees. After a bit of discussion, Allen moved to approve monies to cover the balance of the cost of trees. The motion was seconded by Harry Breda, and approved unanimously.

#### Senior Warden – Allen Myers

- Allen reported that he has begun to sound out future Vestry candidates – he will be ending his three-year term along with Andrew Marshall and Shade.

#### Associate Rector – Mother Teresa Terry

- Mother Teresa Terry was involved in a bicycle accident and couldn't attend the meeting. Prayers were with her for a speedy recovery.

#### Rector's Report – Father Paul Klitzke

- Father Paul mentioned again that Suzanne Sweazy has joined the staff as Director of Operations.
- He will be starting a teaching series on Hebrews soon.
- Father Paul mentioned that he's encouraged by the turnout on Sundays, and that Children's Chapel has been a pleasant surprise.

### Calendar of Events

- October 2 – Parish Work Day
- October 3 – Blessing of the Animals
- October 9 – Art Show
- October 23 – Stephen Ministry Workshop
- October 31 – Trunk or Treat

#### People to Thank

- Catherine Miller and Nancy Johnson for their work on the origami doves
- Jonathan March, Doug Taber, Emily Hammonds and Katie Dickinson for their help with Youth Group

#### Next Month's Meeting

- Scheduled for October 31. Given the level of activity that day – Trunk or Treat and Halloween for those with children, the Vestry agreed to host committee meetings and reporting on Sunday, and to meet in person on Monday, November 1, at 6 pm.
  - Radical Hospitality will provide lunch for Sunday's meetings
  - Ashley Rector to provide devotional

Father Paul Klitzke offered a closing prayer.

With there being no further business, the meeting was adjourned at about 2:54 p.m.

Respectfully Submitted,

Harry Breda, Clerk of the Vestry