

St. Paul's Vestry Meeting Minutes

Date: February 15, 2022

Present: Rev. Sarah Hurlbert, Rev. Melissa Congleton, Christie Swanson (alternate), Elaine Themm, Barney Rudolph, Marco Shehab (treasurer), Deanna Leicht, Joe Lathrop, Jan Osborn, Tom Bowman

Absent: Romelle Frey, Dana Burkey, recorder Alice Mulhearn

Recorder: Rev. Melissa Congleton

Agenda	Discussion	Action/Responsibilities
Call to order, prayer	Meeting called to order at 6:35 pm with an opening prayer by Rev. Sarah.	
Review and approve December board minutes	No changes noted.	<i>Minutes approval: Dennis</i> 2 nd : Deanna Motion: <i>Approved</i>
Acceptance of Consent Agenda	Consent agenda is presented by the agenda emailed out as well as the reports shared via email.	Motion: Elaine 2 nd : Barney Motion: <i>Approved</i>
Finance Report:	<p>Treasurer Marco reported: St. Paul's received a good amount of pledge envelopes in January.</p> <p>The stock market is down, however, church investments were only down about 4%, which is better than average.</p> <p>The church is getting a total of \$20k from the diocese. \$10k has been received, the church is waiting on the last \$10k.</p> <p>St. Paul's has \$53k in pledges for 2022.</p> <p>For the first quarter treasurer Marco will transfer \$35k from the endowment fund interest for use in the checking account.</p>	

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<p>Finance Report (continued):</p> <ul style="list-style-type: none"> • Approve January Financials as presented • Approve December 2021 Financials 	<p>As a follow up from last month Marco has researched three options for different budgeting software.</p> <p>Questions: There was a question on what the rector's benevolence line item entailed. Treasurer Marco explained it was a deal made by a vestry a number of years ago that is binding. This line item is part of a severance package of a former rector.</p>	<p><i>January Financials Accepted:</i> Motion: Barney 2nd: Dennis Motion: Approved</p> <p><i>December Financials Accepted:</i> Motion: Elaine 2nd: Barney Motion: Approved</p>
<p>Topic: Vestry Covenant</p>	<p>Rev. Sarah gave a brief synopsis of the vestry covenant which talks about:</p> <ul style="list-style-type: none"> • Best practices of how the vestry will represent the parish • Decision Making • Expectations of vestry members 	<p>Action:</p> <p>Vestry members are asked to consider this document for a discussion at the next vestry meeting as to if this vestry would like to make changes. Members are asked to bring suggestions to the next meeting.</p>
<p>Topic: Warden Job Descriptions</p>	<p>Rev. Sarah would like to compile a list of responsibilities for the Senior and Junior Warden positions.</p>	<p>Action:</p> <p>Rev. Sarah will pull together a group comprised of clergy, current and former senior and junior wardens to pull together the responsibilities and put them on paper.</p>
<p>Topic: Virtual Vestry Day</p>	<p>This Saturday, February 19th the Episcopal Diocese of Michigan will hold its annual vestry day. This year it will be on Zoom. There will be a plenary and two breakout sessions on set topics. It will also be posted on the diocesan YouTube channel for later viewing.</p>	<p>Action:</p> <p>Vestry members are invited to attend or to view on YouTube after the fact.</p>
<p>Topic: Getting to Know You!</p>	<ol style="list-style-type: none"> 1. How did you come to St. Paul's and what keeps you coming back? 2. As we look to the future past the current pandemic restrictions, what excites you about ministry here and what can we do better? 	<p>Action:</p> <p>Rev. Sarah will email out the second question to vestry members and requests a response to this question.</p>

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Announcement:	Rev. Sarah announced the Randall's are moving to Asheville, NC after the school year has ended.	<p>Action:</p> <p>The Randall's will put an article in the next Epistle newsletter to help get the word out to the parish.</p>
Announcement:	Rev. Sarah shared a suggestion from Bishop Perry for all staff to have an extra week of vacation this year. It was noted some of the parish staff do not have any vacation benefits and Rev. Sarah would like to extend this to the staff who don't have any vacation benefit.	<p>Action:</p> <p>This will be discussed at a future meeting.</p>
Announcement:	Rev. Sarah is looking at the parish supporting a company that helps get medical debt cancelled. Many parishes in the diocese have supported this cause.	<p>Action:</p> <p>St. Paul's will have a special collection over the 50 days of Easter which will be combined with money collected from other parishes in the Diocese.</p>
Announcement:	The Bishop is supporting an effort with state legislators to bring gun safety legislation to a vote. This topic has repeatedly died at the committee level. There is an exploratory committee put together by the Bishop's office on this.	<p>Action:</p> <p>Stay tuned to the Diocesan weekly newsletter for updates on this project.</p>
Announcement:	The phase three building renewal project needs to be reviewed due to needed repairs.	<p>Action:</p> <p>Vestry should be observant of areas of the church that need repair.</p>
Adjournment: At 8:05 pm	Closing prayer by Rev. Sarah	