

# St. Paul's Vestry Meeting Minutes

**Date: May 17, 2022**

**Present:** Rev. Sarah Hurlbert, Rev. Melissa Congleton, Christie Swanson (alternate), Dana Burkey, Dennis Marsh, Romelle Frey, Elaine Themm, Barney Rudolph, Jan Osborn, Tom Bowman, Deanna Leicht

**Absent:** Joe Lathrop, Marco Shehab (Treasurer)

**Recorder:** Rev. Melissa Congleton & Alice Mulhearn

Agenda	Discussion	Action/Responsibilities
Call to order, prayer	Meeting called to order by Rev. Sarah at 6:33 pm with an opening prayer by Rev. Melissa.	
Review and approve April board minutes	No changes noted.	<i>Minutes approval: Dennis 2<sup>nd</sup>: Elaine Motion: Approved</i>
Acceptance of Consent Agenda	Consent agenda is presented by the agenda emailed out as well as the reports shared via email.	Motion: Barney 2 <sup>nd</sup> : Jan Motion: <i>Approved</i>
Finance Report:	<p>Pastor Sarah presented the treasurer's report.</p> <p>Over \$2000 was collected in a special collection for the offering for Ukraine when Bishop Bonnie was here.</p> <p>One month of the apportionment is being returned to each parish in the diocese from the parish office. St. Paul's has received this back from the diocese.</p>	<p>Motion: Barney 2<sup>nd</sup>: Dana Motion: <i>Approved</i></p> <p style="color: red;"><b>Action:</b> Vestry members are asked to consider this amount for Canterbury MSU. A formal presentation from their Chaplain Donna is pending.</p>
Topic: <b>Phase 3 of Campus Renewal</b>	<p>Presentation by Sr. Warden Barney Rudolph:</p> <ul style="list-style-type: none"> <li>• Organization- Closets and attic space need cleaning</li> <li>• Concrete &amp; Steel – Repairs are needed for front &amp; back steps and railings (rust and concrete is crumbling) – No bids yet. He is checking to see if can be repaired or will need to be rebuilt.</li> <li>• Roofing- Due to recent repairs, he said there is not any immediate need of replacement.</li> </ul>	

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<b>Phase 3 of Campus Renewal (cont.)</b>	<p>Next, he gave a brief overview of the projects to be included in Phase 3. The main projects are an elevator (to be ADA compliant), restrooms, and office renewal. He showed the plans and drawings that were done previously during Phase 2.</p> <p>Rev. Sarah noted that the plans are 16 years old and will need to be updated to reflect current needs and functionality.</p> <p>Discussion followed as to how a capital campaign could be started and next steps.</p> <ul style="list-style-type: none"> <li>• Rev. Sarah advised that there are folks in the diocese who are experts at this (creating plans, running capital campaign, etc.) and they could help</li> <li>• Space will be more open and welcoming to attract new members, better functionality and community usage, more efficient office space, family restrooms are needed, there is no elevator to accommodate special needs kids for youth ed, etc.</li> </ul>	<p style="text-align: center;"><b>Action:</b> Next Steps-</p> <p style="text-align: center;">If/when the Vestry is on board, then a presentation needs to be held at an event.</p> <p>A survey should be conducted to poll parishioners wants/needs</p>
<b>New Church Software Update:</b>	<p>Q: Jan asked how the transition to our new church software “Breeze” is going?</p> <p>A: Breeze and QuickBooks have been set up and data from old system has been imported. We are still cleaning up the profiles and making corrections. Marco is using the new system for all the finances and reports.</p>	
<b>Update on Choir Director Search</b>	<p>The Choir Director search is underway. It has been posted on Indeed and we are spreading the word, reaching out to local colleges, etc.</p>	<p style="text-align: center;"><b>Action:</b></p> <p style="text-align: center;">Vestry members were asked to continue sharing the position to anyone who might be interested.</p>
<b>Announcements:</b>	<ul style="list-style-type: none"> <li>• Eston Baglien-Dawson has signed an agreement to be our permanent Sexton</li> <li>• Natalie Magnusson, as part of her PHD work is hosting “listening opportunities” this summer on three Sundays after the 10:30 am service. They are focused on race relations and racial justice.</li> </ul>	

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<b>Announcements:</b>	<ul style="list-style-type: none"> <li data-bbox="456 159 1078 233">• We will be having a farewell celebration for Pastor Melissa on her last Sunday, May 29<sup>th</sup>.</li> </ul>	
<b>Adjournment:</b> at 8:23 pm	<p data-bbox="407 331 594 363">Closing Prayer</p> <p data-bbox="407 411 1037 485"><i>Minutes taken by Rev. Melissa &amp; Alice Mulhearn, Vestry Secretary</i></p>	