

Vestry Meeting Minutes
Tuesday, July 25, 2023
5:00 - 7:30 PM
Conference Room at St. Luke's
Vestry, Interim Rector, Wardens, Comptroller

I. Call to Order and Quorum, Approval of Agenda **Father Phil**

Attendees: Fr. Phil Shaw, Sr. Warden Larry Neece, Jr. Warden Dave White, Leanne Bryan, Carolyn Jones, Don Martin, Kathy Pessin, Laura Henry, Carol Goldsmith, Kristin Hatfield, Mary Berkheiser and Gary Cole
Absent: None

II. Opening Prayer offered by **Kristin Hatfield**

III. Devotion offered by **Father Phil**

IV. Approval of Minutes for 6/27/23 (revised) (Action Item)
Mary moved to accept the minutes. It was seconded and approved.

V. Interim Rector's Report **Father Phil**

- AVO Update - We are still waiting for the Preliminary Title Report and the signed letter of Agreement receipt from the City of Prescott.
- Commission and Committee Reports
 - **Outreach Commission** - Kathy handed out the minutes from the Commission for March 27, 2023 and July 24, 2023. Carol asked Kathy to describe why this commission is so important to the church. Kathy beautifully responded that this how we show Jesus to the world. There was a discussion of our participation at the Pride Family Picnic. It was recommended that we toot our horn more. Kathy stated that they are creating a trifold detailing all the outreach projects we are currently involved in.

VI. Treasurer's Report **Scott McMaster**

Scott provided the Vestry with more financial information. This included a Cash Overview. He is concerned that donations and contributions plus inflation are impacting the cash available. Income at this point in the year is down from last year. The Profit and Loss statement is for the end of 2Q. Scott has provided mini Profit and Loss statements for each of the Commissions to each of the Vestry Liaisons. He explained that the Diocese has accepted the reviews for 2018 and 2019. He explained why it is taking so long. There are no bank statements for 2020, so it is based

on reconciliations from the bank. This should be done by next week. He provided the Vestry with a list of corrections which were never corrected in the Church's internal system. Scott has been unable to provide accurate accounting to the Vestry until these errors were corrected.

Laura requested the accurate copies now for 2018 and 2019. Scott will provide those ASAP. He complimented Dave Snyder on how hard he has worked this. Scott has offered to conduct accounting training to help the Vestry understand the reports they receive and how the Church finances work. He has experience training people and estimates 3-4 hours would be needed.

Larry mentioned that after the next Budget and Finance meeting the Vestry may need to redo some parts of the budget. Commission heads who are hoping for increases in their budgets will be disappointed.

VII. Old Business

- Pricing Report on AEDs - Ron did not attend, but there was a discussion about the need for two AEDs. Ron is writing a grant, so it will not be a cost to the church.
- Website Update/ Intro to Website/Marketing - Carol quizzed the Vestry on how to update content to the website and what role everyone plays. Sandra also provided a written explanation for everyone's role. Carol also explained the need to publish the phone numbers of the Commission Chairs on the display in the parish hall. She requested that the Vestry liaisons ask their chairs for their permission.
- Fundraising- Carol is asking for volunteers to serve on a committee to brainstorm ideas for fundraising. They would simply come up with a list of ideas to present to the Vestry. The following people have volunteered: Laura, Leanne, Carol, Kathy, Don and Carolyn. Father Phil has volunteered to give a "Pentecost Sermon" soon.

VIII. New Business

• Jr. Warden's Report

Dave White

Dave detailed the reorganization of the classrooms which the committee envisioned. That document is included with the minutes. Leanne moved that Classroom F, which currently houses the Library, be reassigned to the Food Pantry, as they need more space. The Library will be moved to the Meditation Room. Mary seconded the motion. It passed unanimously.

(Action Item)

IX. Closing Prayer offered by

Larry Neece

Respectfully submitted,

Kim McConnell
Clerk of the Vestry

