

Vestry Meeting Minutes

Tuesday, April 28, 2023

5:00 - 6:15

Conference Room at St. Luke's

Vestry, Interim Rector, Wardens, Treasurer, Comptroller

- I. **Call to Order and Quorum, Approval of Agenda** **Larry Neece**
Attendees: Fr. Phil Shaw (Zoom), Sr. Warden Larry Neece, Jr. Warden Dave Smith, Leanne Bryan, Gary Cole, Don Martin, Carolyn Jones (Zoom), Kathy Pessin, Carol Goldsmith, Kristin Hatfield. Mary Berkheiser (Zoom), David Malmquist, Scott McMaster
The Agenda was approved with no corrections.
- II. **Opening Prayer** was offered by **Carolyn Jones**
- III. **Devotion** was offered by **Larry Neece**
- IV. **Approval of Minutes for 3/28/23. (Action Item)** **Larry Neece**
It was moved, seconded and passed to strike "all Vestry members" from the Interim Rector's report concerning CPR/AED training.

The minutes were approved as corrected.
- V. **Interim Rector's Report** **Larry Neece for Father Phil**
 - It was moved by Leanne, seconded by Kathy and approved by the Vestry to approve paying of \$25.00/each staff member for CPR/AED training. **(Action Item)**
 - Information about the pricing for two additional AEDs will be presented at a future meeting.
 - **Commission and Committee Reports**
 - Outreach Commission Minutes (2/27/2023)
 - Investment Committee Minutes (4/10/2023)
- VI. **Treasurer/Comptroller Report** **Scott McMaster & Dave Malmquist**
Scott reported that he has paused work on the reconciliation project in order to close out the 2022 financials. He handed out a chart detailing his progress so far. Kathy is 3/4's trained for her responsibilities. Document #2 is a Financial Review as of 4/25/23. Document # 3 shows the budget requests approved in January. He has included the additional cost for accounting assistant.

Document # 4 is a Fund Summary of monies gifted to the church. A \$50,000 gift has been given, but the family has not stipulated how they want it used. The Vestry will be asked to either accept or reject the gift.

Document #5 is a draft of the Profit and Loss for January - March 2023. Scott indicated that the church has a large number of accounts which ultimately need to be simplified. This will save money that Quickbooks charges the church.

The final document is a repeat of one Scott provided to the Vestry last month. It suggests ways to expand the income stream. Scott continues to urge the Vestry to focus on ways to bring in more revenue.

Gary wants to know if we are in the red or black. Scott will calculate this and send the information in an email to the Vestry.

VII. Old Business

- **Approval of revised By-Laws (Action Item) Larry Neece**
Gary moved that the By-Laws be approved as revised. Dave seconded. The motion passed.
- **Website Update - The question regarding credit doesn't exist. Our new web designer will continue to have Prescott Web Design host throughout the duration of their contract, then switch to QuadCities Web Design for one year of free hosting.**

VIII. New Business

- **Sr. Warden Report Larry Neece**
The Vestry Retreat will be rescheduled for a Saturday in June. Most likely it will be the 10th pending Father Phil confirming it with Emmanuel Lutheran. Each Vestry member is to submit at least 5 questions for future rector candidates to Dave White at his email, davidwhite57@gmail.com
- **Jr. Warden Report. Dave White**
The roof is done. The inspection from the City has been completed. There just needs to be an inspection by the company that did the work. They will be painting the Gathering Hall and Narthex as a bonus.
Dave will be meeting with a committee regarding the use of space. He continues to urge different groups to meet with him about storage space.
- **Vestry Replacement Nominations Larry Neece**
Carol Sweeden has resigned. The Vestry will nominate and vote on replacement at the next meeting. Send nominations to Larry, but

Speak to the person before nominating them.

- **“Don’t Spend Christmas Alone” organizer progress**

George Chesney will not be in town for Christmas this year, so there is a need for a new chairperson. This person will need to start working on the event in May. Larry needs recommendations from the Vestry for this position. He will try to find a pass down book to help the person to organize this event. They are hoping that it will be a sit down affair this year.

- **Other New Business**

Father Phil joined the meeting via Zoom to report that he is improving each day from his bout with pneumonia.

Carol, through the Fellowship Committee, proposed a 4th of July BBQ at the Church this summer. All Vestry members supported the idea. Vestry members will be doing the BBQing.

Larry reported that our Parish Profile and Rector Search is now live on the search website.

IX. Closing Prayer was offered by

Don Martin

Respectfully Submitted,

Kim McConnell
Clerk of the Vestry