

**Vestry Meeting Minutes**  
**Tuesday, May 27, 2025**  
**4:45 - 7:00 pm**  
**Conference Room at St. Luke's**  
**Vestry, Rector, Wardens, Treasurer, Finance Officer**

- I. Call to Order, Quorum, Approval of Agenda** **Fr. Marc**  
**Attendees:** Fr. Marc, Sr. Warden Dave White, Jr. Warden Rich Leon, Lauree Birchmeier, Brenda Schwartz, Leigh Hunt, Eileen Griffin, Gary Nick, Kim McConnell, Trampus Tribbey, Carol Goldsmith, Dave Malmquist and Becca Farrell
- II. Devotion** **Fr. Marc**
- III. Opening Prayer** offered by **Eileen**
- IV. Seating of a New Vestry Member (Action Item)** **Fr. Marc**  
**Leanne Bryan** was affirmed unanimously.
- V. Approval of Minutes for 4/29/25**  
Leigh moved that the minutes be approved. Carol seconded the motion and it was approved unanimously. **(Action Item)**
- VI. Finance Officer/Treasurer Report** **Dave/Becca**  
Dave M. presented a report to the Vestry from the Budget and Finance Committee meeting on May 22, 2025. Discussion points included AV enhancements, parking lot enhancements, repairs to the Rectory and a variety of bookkeeping issues including rental charges for the use of church facilities by outside groups, necessity of the Straight Talk cell phone, repair of the copier, cost of the copier and user codes being assigned. The need for replacement of some office computers was discussed.
- VII. Rector's Report** **Fr. Marc**  
Fr. Marc reported that Deacon Kimball will be working part time in the future. He was on vacation for 2 weeks, but has been working on Fall planning, the ROTA schedule, new visitor follow up and pastoral care.
- VIII. Sr. Warden's Report** **Dave W.**  
Dave has been working with Mike Knows Audio/Video and on the updating of the computers. He announced that Blake Hicks has agreed to serve as chair of the Communications Commission.

**IX. Jr. Warden's Report**

**Rich L.**

Rich has been focusing on the repairs to the Rectory. He is working on the scheduling of the roofer and the painter. He is also waiting on a quote from the landscaping company for an increase in service. Becca mentioned that she will need W-9's from the contractors.

**X. Old Business**

**Capital Campaign Task Force** has not met yet.

**XI. New Business**

**Summer Office Hours** - The office will be open M-Th 9-3 starting in June.

**Bell Choir Director Position** - There was a discussion as to the future of the bell choir and the funding of a director.

**Xerox Copier Codes** - Budget and Finance has recommended that each commission be issued a copier code to better analyze usage and overuse. After discussion, the issue was tabled until more information is known as to the costs and if color copying is costing us more.

**Summer Pot Luck on July 6** - Vestry will provide hot dogs, hamburgers and buns after the 10:00 service. There will be a sign up for the Pot Luck. There will only be one service that weekend.

**June Vestry Meeting - Cancelled (Action Item)**

**XII. Roundtable Commission Reports**

**XIII. Announcements**

Inquirer's Class - June 1 and 8. 2-4pm

Vestry Retreat - August 15-16

**XIV. Closing Prayer** offered by

**Carol G.**

**Respectfully submitted,**

**Kim McConnell**  
**Clerk of the Vestry**