

Vestry Meeting Minutes

Tuesday, March 19, 2024

5:00 - 6:45 P.M.

Conference Room at St. Luke's

Vestry, Rector, Sr. Warden, Jr. Warden, Treasurer, Comptroller

- I. Call to Order, Quorum and Approval of Agenda** **Fr. Marc**
Attendees: Fr. Marc McDonald, Sr. Warden Larry Neece, Jr. Warden Dave White, Leanne Bryan, Lauree Birchmeier, Carolyn Jones, Kim McConnell, Brenda Schwartz, Carol Goldsmith, Leigh Hunt, Sharon Tootle, Dave Malmquist, Scott McMaster
Absent: Don Martin
- II. Devotion** **Fr. Marc**
- III. Opening Prayer** **Dave White**
- IV. Approval of Minutes for 02/20/24** **Fr. Marc**
Minutes were approved unanimously. **(Action Item)**
- V. Comptroller's Report** **Scott M.**
Scott made the Vestry aware that there are some discrepancies between Gib's perception of what are endowments and what are investments as opposed to how they are identified in the books. Larry recommended that Scott talk to Joy Ramsey Smith, a past treasurer, who might have information to clear up the confusion.

Scott reviewed the most current Cash Overview. Next month he will present the more in depth quarterly review. This will include current balances for the Commission budgets.

Rebecca Farrell, our new bookkeeper was introduced to the Vestry.
- VI. Rector's Report** **Fr. Marc**
Fr. Marc shared his Homily/Worship Schedule with the Vestry which he planned out during his personal retreat.

He reported that there had been a significant need for pastoral care in the last month and thanked the assisting clergy for their help.

Easter is coming. Fr. Marc detailed the services and answered questions regarding Holy Week. The Feast of Friends can only host 100 people.
- VII. Sr. Warden's Report** **Larry Neece**
Larry provided a New Vestry Roster and a Commission Liaison list. He asked everyone to let Sandra know who the chairs are. He also provided a copy of the Arizona Corporation Name Change document which was updated as of 3/7/24. Larry reminded everyone that beginning at the April meeting, there would be a Round Table Commission report for each Commission liaison. One minute max.

VIII. Jr. Warden Report

Dave White

Dave reported that he has been working on fixing a leak in the Parish Hall and switching lights in the Sanctuary. Caden has started work on the Labryinth.

Dave will be out of state from May - July. Don McKellar and Becky Hansen will fill in for him.

The airport easement saga continues. The title search which was done showed that the roofing contractor had granted an easement to the city allowing that they be held harmless. We are working with an attorney to let the City know that the roofing contractor did not have the Church's permission or knowledge to sign that document and that we should continue with the agreement reached previously. Hopefully we will not have to sue the City.

IX. Old Business

Larry Neece

Parish Operating Manual Part 2

We need to review the St. Luke's Operating Manual Part 2 which deals with Employees and match it up with the revised Diocesan document. Dave White will head this committee which will include Kim McConnell, Don Martin and Brenda Schwartz. Larry would like that it be done by the April meeting.

X. New Business

Fr. Marc

Reconstituting the Budget and Finance Team

Fr. Marc asked for suggestions for members for the Budget and Finance team. It was agreed that the vote would be taken online next week.

(Action Item) On March 23, 2024, an online vote was taken to approve the following slate of nominations for the Budget and Finance Committee . All have been properly asked if willing to serve.

Monica Davi
Rich Goldsmith
Don McKellar
Mario Osario
Kathy Swanson

The nominations were approved unanimously.

Discussion of permitting wine at two events

Leanne moved that wine be provided at the Feast of Friends dinner on Maundy Thursday. The wine and other non alcoholic beverages will be provided by parishioners. The motion was seconded by Brenda and was approved unanimously. **(Action Item)**

Larry moved that the Vestry approve a champagne toast at the Hunt wedding. Leanne seconded the motion and it was approved unanimously. **(Action Item)**

XI. Announcements

Upcoming Events - Be sure to check the Epistle for dates and times for Easter services.

Lauree asked each Vestry member to fill out a Time and Talent form to indicate

the needs of their commissions.

It was suggested that Commission liaisons look at the website regularly to see if their content is current. Sharon offered to look at the photos on the website to see if the people pictured are currently members and/or alive.

XII. Closing Prayer

Brenda S.

Respectfully submitted,

**Kim McConnell
Clerk of the Vestry**