

Vestry Meeting Minutes

Tuesday, February 20, 2024

5:00 - 7:30 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, Don Martin, Kim Mcconnell, Brenda Schwartz, Carol Goldsmith, Leigh Hunt, Sharon Tootle, Dave Malmquist, Scott McMaster
- II. Devotion** **Fr. Marc**
- III. Opening Prayer** in honor of Fr. Bob Wills **Larry**
- IV. Eagle Scout Project Update** **Caden Brewster**
Caden and David Chilicky presented the plan for the labyrinth for his Eagle Scout project. Brenda moved to approve the plan as presented by Caden. Dave W. seconded the motion and it passed unanimously.
(Action Item)
- V. Approval of Minutes for 1/23/24 and 2/1/24 (Special Meeting)** **Fr. Marc**
The minutes were approved unanimously. **(Action Item)**
- VI. Treasurer's/Comptroller's Report** **Dave M. And Scott**
Dave reported that the accounts, thanks to Scott, are in the best shape that they have been in years. Dave and Scott answered questions regarding the most current cash overview and the profit and loss statement for January- December 2023.

The Vestry reviewed the 2022 audit report. Lauree moved to approve the 2022 audit and send it to the Diocese. Carol seconded the motion and it was approved unanimously. **(Action Item)**

Scott reported that there are 3 applicants for the bookkeeping position.

Scott reported that the Security System Upgrade will cause some difficulties as we transition to the new system which includes cameras, the wiring of more doors and upgrading the fobs. The upgrade will be funded by the grant. Dave moved that we approve the expenditure of \$10,493 which will be reimbursed to the church from the grant. Leanne seconded the motion and it passed unanimously. **(Action Item)**

VII. Rector's Report

Fr. Marc

Fr. Marc has been very busy with pastoral care. He is very thankful for the group of retired clergy at St. Luke's for their help. Coming up, we have eight people being received or confirmed on March 17. There will be one adult baptism and an infant baptism on Easter Sunday plus two weddings and a commitment ceremony in April. During his retreat, he will be working on a plan for homilies. Dave requested the list of things to do during Lent that Marc spoke about in his homily.

VIII. Sr. Warden Report

Larry

Kim handed out the required forms for both new and continuing Vestry members. Completed forms were collected.
Larry shared his impressions of the Lay Leader's Retreat. Three people attended from St. Luke's. He was very impressed with the quality of the retreat and shared a presentation of some important points. Larry provided a copy of his presentation focusing on managing conflict in the church. Both he and Leanne highly recommend that more people attend next year. Larry also included major points from Bishop Reddall's comments. She wants the Columbarium records kept up to date and in a fireproof safe. Be sure to document all incidents that may occur. There will be some Mental Health training offered in the future. She recommended the rekeying of church doors and spoke to the idea of laity discipline.

IX. Jr. Warden Report

Dave W.

Dave reported that he had been fixing things and changing light bulbs.

X. Old Business

Fr. Marc

Operations Manual update was tabled to a future meeting.

XI. New Business

New Vestry Member Orientation- It takes about 8 hours to complete. Lauree is the administrator for the Safe Church, Safe Community and can help anyone get set up. The Vestry also is required to complete the Anti-Racism Training Cohort on either March 2 and April 27th. It is a one day Zoom class. Fr. Marc will send out the link to register.

Reassigning Commissions- The following are the liaisons for the 10 commissions.

Building and Grounds	Dave White
Christian Formation	Leanne Bryan
Communications	Don Martin
Fellowship	Carol Goldsmith
Heritage and Environment	Brenda Schwartz

Membership
Outreach
Pastoral Care
Stewardship
Worship

Lauree Birchmeier
Sharon Tootle
Carolyn Jones
Lauree Birchmeier
Leigh Hunt

The Vestry is encouraged to read the descriptions of the commissions and talk to the current chairpeople about what they need.

Parochial Report - Dave W. moved to accept the 2024 Parochial Report. Sharon seconded the motion and it was approved unanimously. **(Action Item)**

Clerk Election - Kim McConnell was nominated and approved by acclimation.

Treasurer Election - Dave Malmquist was nominated and approved by acclimation.

XII. Announcements

Fr. Marc

The next meeting will be March 19 at 5 P.M.
The Bishop's Visitation will be March 17.

XIII. Closing Prayer was offered by Lauree Birchmeier.

Respectfully submitted by

Kim McConnell
Clerk of the Vestry