

Vestry Meeting Minutes

St. Paul's Episcopal Church, DeKalb, Illinois

March 22, 2015

Members Present: Rick Johns, Marilyn Cleland, Julie Stubblefield, Jocelyn Prall, Mary Lincoln, Peg Newby, Rev. Stacy Walker-Frontjes, Treasurer: Pat Brown, Music Director: Lorraine Langer.
Absent: Vince McMahon

- **Opening:** The meeting was opened with a prayer led by Rev. Stacy
- **Appreciations:**
 - For prayers of support for Rev. Stacy while she attended a 2 week conference in New York.
 - To Rev Amy Fallon and Fr. Bob for supplying while Rev. Stacy was away and for Rev. Rich for handling pastoral emergencies.
 - To Jim McLean for engaging in helpful conversation with Rick Johns re church liability re our path
 - For Luke Krueger for his dramatic talents he brings to St. Paul's
 - Thanks be to God for the choir
 - For Lorraine Langer and her gift with involving the children in our worship services
 - To the Kruegers who organized the Chili Cook-off and to all those who provided chili and other food.
- **Faith Story:** Marilyn shared her childhood experience with church and the constant feeling of Jesus' love.
- **Review and approval of the February 22, 2015 Vestry meeting minutes:** The motion to approve the February 22, 2015 minutes passed.
- **Committee Reports:**
 - Treasurer's Report: see attached report. A motion was placed and approved to approve the report.
 - Senior Warden's report: see attached report
 - Jr. Warden's report: see attached. Rick discussed some lighting issues at the church and the rectory. Some lights are out in the parish hall kitchen which require ballast changes. Building and grounds will work on those. He is in contact with the electrician regarding issues with the Rectory garage light and the parking lot light that is in the circle. Lighting there is very important for safety, but tends to be out for extensive time periods. The vestry voted to

approve the change from the current lighting in that area to a longer lasting light which will require some work by the electrician. Rick will also be meeting with a student group which is interested in improving the “path” through the church property that students use to reach the Garden Road NIU buildings. There are many questions yet regarding the possibility of such a project.

- Fellowship Report: see attached report. The Fellowship Groups seem to be having successful turnout for gatherings and will include invitations to newer members.
- Music Report: see attached report
- Christian Education Report: see attached report. It was reported there will be a “dine and discuss” opportunity in April (date to be announced) to explore the book, Following Jesus in a Culture of Fear.
- Rector’s Report: There is no written report as Rev. Stacy was away for two weeks. Rev. Stacy shared some of her experience at the CSW conference in New York, saying it was a wonderful experience which she is still digesting. She plans to have future conversations with the congregation which will include exploring how St Paul’s fits into this global topic. Rev. Stacy will be attending the upcoming community garden meeting. She encourages everyone to let her know when someone is ill so she does not miss a pastoral need.
- **Old Business**
 - Bishop’s Award. Apparently this recognition has run its course and probably not be offered.
 - Financial review status: Progress is being made in organizing information to conduct the review.
 - UTO Gathering: Henry and Eva Leonard plan on presenting St Paul’s offerings at the ECW convention.
 - Diocesan Asset Mapping Project: Peg Newby will be looking into this project leading to parish networking.
- **New Business**
 - Review/ approval of Bylaws: It was moved and passed to approve the bylaws as written.
- **Closing Prayer:** Peg Newby gave the closing prayer and the meeting adjourned at 1:50pm.

Next Vestry meeting will be April 19th, 2015 at 12:15pm. Next Executive Committee Agenda Planning Meeting is Tuesday, April 14th at 1 pm.

ATTACHED REPORTS

March 2015 Vestry Meeting Treasurer's Report with February 2015 figures:

This report covers the month of February 2015. The American Midwest Bank checking account is our primary operating account. Accounting is done by the American Midwest Bank Tax and Payroll Department. This account includes funds transferred from the Building Fund at Edward Jones to facilitate paying capital project bills. Our Building Fund major funds and the Endowment Fund are managed by Edward Jones.

Receipts through February, 2015

We have received 40% of the pledged amount and 20% of the total budgeted receipts by the end of the two month period. February receipts were \$5,400.30. Operating receipts through February 2015 total \$44,412.

Disbursements through February 28, 2015

Total operating disbursements for the two month period were \$47,444 which is 21% of the budgeted amount. February disbursements were \$28,048.71. The difference of receipts under disbursements for the month was \$22,648. Year to date we have spent \$3,032 more than we have received.

Building Fund - The balance in the Edward Jones Building Fund at the end of February was \$44,158 - \$30,000 in CD's and \$14,158 in the Money Market Fund. The total balance of Building funds including \$6,826 in the American Midwest Bank account is \$50,984. During the month we received contributions of \$245 in the regular building fund which includes memorials. There were no disbursements from the Building fund in February.

There is a balance from a recently matured CD in the Money Market which will provide funds for the driveway sealing slated for Spring 2015, and for more signage around the property. The \$10,000 CD which matured in March 2015 was rolled over into a new 3 year CD, maturing in 2018.

Endowment Fund - The value of the Endowment Fund at the end of February was \$2,098,531. The increase in value for the month of February 28, 2015 was \$63,754. Net increase was \$56,840. The value of the Endowment Fund is back up to where it was last summer. We have not taken any allocations from the Endowment Fund yet this year but will need to soon.

Apache Stock - The 5.921 shares on deposit with the company were valued at \$390 on February 28, 2015. We received a dividend of \$1.47 in February which was reinvested.

On February 28, 2015 the balance in the AMB checking was \$14,843.34. The Flower Fund balance was \$38.85; Discretionary Fund was \$437.26; Columbarium Fund was \$1,464.30. The Garden Fund has a - 0- balance. Building fund portion was \$6,825.81 and Operations balance was \$6,077.12.

Respectfully submitted Pat Brown, Treasurer, March 22, 2015

Sr. Warden report for March 2015 Vestry Meeting

I was in contact with Susan King a few times a week during Rev. Stacy's time in New York. Susan was great about making me aware of changes to her schedule and what she was "up to."

According to our Bylaws, the Vestry needs to review them annually no later than the March meeting. I am attaching a copy for your review. Please let me know before the March meeting on the 22nd if you have questions or concerns. We did make a change in wording at our Annual Meeting in January, and that change is reflected in your copy.

The AED now has new batteries and pads. The old pads were retained for educational purposes.

Current/ongoing responsibilities:

Completing the Annual UTO Ingathering (actually a function of the ECW) – I am chairperson

Continuing with the Financial Review work

Work on the Diocesan Mapping project

Assist with Lobster Boil – I am the garage chairperson

Finish my Keeping God's People Safe training (I did part 1, now need to do part 2)

Peg Newby

Junior Warden's Report

March 20, 2015

I have made progress on several fronts with various Building and Grounds projects.

I talked with Luke Krueger about several projects he was working on during his time as junior and senior warden. He still wants to pursue the getting the parking lot resurfaced and dealing with the church signs. He also says he knows how to get the mulch we will need for the spring cleanup day on April 16.

I talked with Vic Reed, who does our electric work. He gave me a verbal estimate of \$1992 to replace the two parking lot lights (on tall poles near the turnaround) with equivalent LEDs. It would cost \$200 or less to simply replace the bulbs on the current lights. However, these bulbs have had a life of a year or less recently. We need to discuss this.

I have a letter from Marc's Lawn Service, which cuts our lawn and shovels the sidewalks. (However, someone else plows the parking lot and we have been responsible for putting down salt). They are asking what services we want for next year; I will ask them to continue the above services. They say they are not raising prices this year.

As you may recall, we have been approached by a student group from an OMIS class. They want to do a service project that would involve putting in a gravel path along the south edge of our property. There is already an informal, dirt path there, which many students use daily. I talked with Jeff Lingaas at the Church Insurance Group. He indicated that we would not have any large increase in liability if this path were constructed, since we are already permitting its use. He did ask that we check about whether this student group would have liability coverage during the actual construction period.

I have put in a call to Jack Marchewka, the OMIS instructor in charge of the course, mostly to confirm that this is a legitimate enterprise.

I have a meeting scheduled with the student contact person, Marty Barrett, on Monday at 11 AM at the church. I will need to understand where the materials, labor, and design for this project are coming from, as well as discuss liability insurance and timing issues.

I expect that we will have much more information about this project soon, which I will convey to you as I get it. We need to discuss this matter.

There was some concern about the hot water heater in the parish hall. I checked: it seem to be working.

The fluorescent lights in the parish hall occasionally go out. This is due to bad ballasts, and we have slowly been replacing them with newer ballasts. If you see a light that isn't working, any of Rhys, Luke, or me can replace them easily. Just let us know.

The snow has just melted, and I haven't had a chance to look at the area near the new sign regarding a flower bed under it.

Standard Roofing is willing to look at the sanctuary roof to make a guess about whether anything can be done about leaks. I will need to pursue this a bit.

Rick Johns

Music Ministries Report

The Adult/Youth and Children's Choirs are preparing some exciting new and previously shared music for Holy Week and Easter.

I continue to work on several administrative projects that include:

1. Reviews: The Organist and Pianist reviews have been given. Pending edits, signatures and reviewing with Rev. Stacy, will be completed soon.
2. Music research and selections: hymns and service music for 2015 & 2016.
3. Adult/Youth and Children's Choir: anthem selections, rehearsal and service schedules, exploring new recording session for both choirs in late spring early summer.
4. Instrument update: The Sanctuary and Parish Hall grand pianos were tuned at the end of February (fixed budget). The grand piano in the parish hall is literally 100+ years old and has many issues

that I do not recommend pouring money into. Sometime in the future we should look at replacing the sanctuary piano with a very good new or used piano and move the current grand piano from the sanctuary into the parish hall. I will continue to monitor the issues and confer with David Graham (tuner) on the pianos.

5. Drafting: CD insert for choir recording, date for children's choir goal meeting & fellowship, and wish list/budget for materials to better serve the choirs such as: bells light enough for children, a white board to teach aspects of music and worship, children's choir folders, folder storage cart/bookcase for adult/youth and children's choirs, etc.

Lorraine Langer, Director of Music Ministries (02-21-2015)

FELLOWSHIP COMMITTEE REPORT: Vestry meeting March 22, 2015

The Chili Cook-Off was well attended with a great variety of chili samplings offered. Thanks to Luke and Chris Krueger for hosting this fun and delicious event. Coming in April is the Easter Vigil Reception on the 4th and Low Sunday Brunch on the 12th. Terri Dickow is checking on the availability of the crêpe gals for a possible early summer gathering. The fellowship groups continue to meet on a regular basis.

Jocelyn Prall

Christian Education

March 21, 2015

For our Sunday discussions during Lent, we are reading *The Last Week* by Marcus Borg and James Crossan, a book that provides a way of reading the events of the last week of Jesus's life as offered by Mark. We will meet after Easter to begin our discussion of a book we began some months earlier.

Marilyn Cleland

