

Vestry Minutes
St. Paul's Episcopal Church, DeKalb, Illinois

September 17, 2017

Meeting munchies provided by Peg

MEMBERS PRESENT Senior Warden: Peg Newby, Brad Smith, Julie Stubblefield, Linda Lorbach,
Clerk: Gretchen Schlabach, Interim Rector: Ed Bird, Treasurer: Pat Brown; Freyja Rassmussen, Junior Warden;
Others in Attendance: Director of Music: Lorraine Langer

MEMBERS ABSENT: Marv Kobrink

1. Opening Prayer—Rev. Ed
2. Appreciations: thanks for the food, Peg; thanks that Beth is coming home; thanks for Rick's counting and his grounds work; thanks for Maureen for her Godly Play presentation; thanks for adult education for coming down to watch the presentation; thanks for the choir; thanks for the circle of support.
3. Approval of Vestry minutes from August 2017 meeting—Gretchen Schlabach, Clerk

MOTION PASSED TO APPROVE THE JULY MINUTES WITH EDITS.

4. Today's Business

- a. Treasurer's report

MOTION PASSED TO ACCEPT TREASURER'S REPORT AND FILE FOR AUDIT.

- b. Vote needed – change name of agent on NFP paperwork

MOTION PASSED TO ACCEPT THE CHANGE NAME OF AGENT ON THE NFP PAPERWORK FROM THE REV STACY WALKER TO PATRICIA BROWN

- c. SRC update/progress

1-MOTION PASSED TO PURCHASE 10 CUSHIONS

2-MOTION PASSED TO PURCHASE TO TWO 6'X 20' DARK GREY MATS[§]

3-MOTION PASSED TO PURCHASE AREA RUG, EASEL AND REPLACEMENT PAPER, 2 BUNGIE CHAIRS, 4 STORAGE CUBES, BOOKCASE.

§ MOTION PASSED ON SEPT. 24TH TO PURCHASE TWO ADDITIONAL 6'X 20' DARK GREY MATS

5. Closing Prayer – PAT BROWN
6. Adjournment

No Vestry Action Needed – Just FYI

Clerk to sign Heartland Bank signer paperwork (DONE) and Diocesan Convention delegates registrations (Susan sends in with our payments)

NEXT MEETING IS October 15, 2017, following the worship service

*******October Meeting Munchies – *need volunteer***

*******October Closing Prayer– *need volunteer***

**Appendix A
Senior Warden's Report**

**Senior Warden's Report
Peg Newby
For September 17, 2017**

Keeping God's People Safe Training for all staff, vestry, and other volunteers who are in need of initial training or a recertification is underway. Emails were sent earlier this month with directions on how to log on. The "deadline" is Oct. 31st. This isn't a mandatory deadline, but rather a goal.

Rally Day was well attended and fun. We had 46 for the service, and 3 neighborhood kids joined to eat a little and bounce a little. Lots of help with setup

and cleanup was much appreciated. And the choirs are back! Thanks to those who organized and helped out.

As we progress into fall, there are many projects that will need our attention. In addition to putting the garden to bed, blessing pets, and decorating pumpkins, we will also be addressing annual giving, attending Convention, starting the 2018 budget, and recruiting new Vestry and other committee members. All this before Advent! I appreciate each of you for the commitments you have made to St. Paul's. The enthusiasm we generate goes a long way towards encouraging fellow parishioners to join us in our endeavors.

Peg

**Appendix B
Junior Warden's Report**

Jr. Warden's Report — Freyja Rasmussen-Johns
For September 17, 2017

In the past month, it feels like I've attended a lot of meetings. I met with Rev. Ed to conduct a little interview that we had hoped the local newspapers might be interested in. Susan submitted it, but I don't believe it ever made print – oh, well!

Rev. Ed, Julie Stubblefield and I met to discuss plans for the picnic and we also worked out a schedule of events, for which Julie has made sign-up sheets. Rick and I got the Rally Day banner set up (with a reminder and a little assistance from Rev. Ed!).

In addition to a couple of executive committee meetings, I also attended a meeting of the subcommittee that is looking into designing the proposed playground area and perhaps getting carpeting/rugs for the back areas where pews have been and may be removed. More discussion on this matter will be had at the vestry meeting.

As Peg mentioned in her report, Rally Day was a big success, and now the fall looks to be a busy time. I look forward to attending my first Diocesan Convention as well as working with all of you on the many upcoming projects on our agendas.

-Freyja

**Appendix C
Building & Grounds Report**

Appendix D

Treasurer's Report

St Paul's Episcopal Church, DeKalb, IL 60115

September Vestry Meeting Treasurer's Report with August 2017 figures:

This report covers the months of August 2017. The checking account with Heartland Bank is our primary operating account. Accounting reports are compiled by American Midwest Tax and Accounting, Inc. whose office is in the Century 21 Building, 901 North First Street in DeKalb. Sheila Appel is our primary contact. The firm also pays the bills and processes the payroll. Edward Jones manages our Building (Capital) and Endowment Funds.

Receipts through August 2017 (See attached worksheet for details.)

We have received **\$78,469** of the 2017 pledges through the end of August which is **78%** of the \$100,000 budgeted. Total of all receipts through August equals **\$154,663** which is **75%** of the budgeted amount of **\$207,605**.

Disbursements through August 2017

Total operating disbursements through August were **\$118,115** which is **57%** of the budgeted amount of **\$207,605**. The difference between receipts and disbursements through August was **\$36,548** on the positive side. A \$70,000 Endowment fund allocation was transferred to the Heartland Bank Account from Edward Jones in May 2017.

Capital Fund

The balance in the Edward Jones Capital Fund at the end of August was **\$30,000** in CD's and **\$4,497.25** in the Money Market Fund totaling **\$34,497.25**. We received **\$35** in regular Capital Contributions during August. The regular Heartland Bank Checking account has **\$10,853.90** in Capital Funds. The total balance in the Capital Fund equals **\$34,497.25** at Edw. Jones plus **\$10,853.90** at Heartland for a total of **\$45,351.16**.

Endowment Fund

The value of the Endowment Fund at the end of August was **\$2,035,699.42**, a net increase in value from January 1st of **\$105,139.16**, a slight decrease from July. The general upward movement of the Stock Market since the beginning of the year is still benefiting the Endowment Fund. **5%** of the Monthly Average Balance is **\$99,342** and **4%** is **\$79,474**. These numbers relate to the amount we can take from the Endowment Fund for Operating Expenses. The Endowment Committee met August 22th with Matt Myre, our Edward Jones Rep. He will gave us an evaluation and overview of our investments and discussed the long term outlook for the Fund.

Apache Stock - The **6.226** shares on deposit with the company were valued at **\$242** on August 31, 2017. The value has decreased (**\$129.44**) since the beginning of the year. The number of shares increased to **6.226** with the **\$1.55** dividend payout in August.

On August 31, 2017 Fund balances in the Heartland Bank checking account were:

Discretionary Fund \$48.82; Flower Fund \$930.16; Garden Fund (\$334.70); Columbarium Fund \$3,623.90; Operating Fund \$31,689.35; Capital Fund \$10,853.89 for a total of \$ 46,811.42.

Respectfully submitted Pat Brown, Treasurer, September 17, 2017.

Appendix E Fellowship

I made an announcement at picnic about the sign up sheet for the upcoming events this year. It is in Parish Hall. Also, tailgating event is in works for October. Details to come!!!

Appendix F

Music Ministries

Music Ministries Report

Vestry Meeting, Sunday, September 17, 2017

St. Paul's Episcopal Church - DeKalb, IL

I. The St. Paul's Adult/Youth and Children's Choirs:

- ◆ Have resumed rehearsals and singing for worship services and are currently working on Pentecost music.

II. Administrative Work

◆ Worship:

- o I continue to research and program music for the 2017 and 2018 liturgical years.

- ◆ Music Staff: [Director of Music, Adult/Youth and Children's Choir Directors, Organist, Pianist]

- o August music documents for Rector and Wardens forthcoming.

◆ Maintenance:

- o The piano tunings will be completed 9/17, choir robes are cleaned, bell cleaning forthcoming.

- ◆ Church Staff [Priest, Administrative Assistant, Director of Music]

- o I continue to collaboratively work with Susan King and Rev. Ed Bird, and attend weekly staff meetings.

III. Lay Administrative Work

- ◆ Sanctuary Reconfiguration Committee: I met with the two SRC Subcommittees (August Vestry Meeting):

- o Access Ability [Terry and Jackie Dickow, Brad Smith, Lorraine Langer, Rev. Ed Bird] subcommittee met Thursday, September 7, 12 PM. Report presented at meeting.

- o Pray Ground and Sanctuary Bare Cement Floor, Temporary Commercial Rug/Matt [Julie Stubblefield, Gretchen Schlabach, Freyja Rasmussen-Johns, Lorraine Langer, Rev. Ed Bird] met Saturday, September 9, 11 AM. Report presented at meeting.

Lorraine Langer, Director of Music, Saturday, September 16, 2017

Appendix G

Adult Education

The Adult Education group is beginning the readings "Radical Spirit: 12 Ways to Live a Free and Authentic Life" by Joan Chittister.