

Vestry April Minutes 4/24/2022 12:30 pm

Opening Prayer (Lucinda Brunner)

Review and Approve March Minutes. Approved by Rhys and Pat. Motioned passed.

Treasures Report (Rick) Arch painting comes out of Leonard memorial. **Discussed church laptops and labeling them and record serial #'s as a record.** Furnace bill hasn't been received. Lucinda will contact HVAC company for bill. Marc's Lawn Service- \$3785 for season for snow. Website costs- host bill, automatic renewal errors, Mother Barb oversees the website. Rick will review and verify website billing and rebilling dates.

Billing for new laptops charged us sales tax. Pat will discuss with Lorraine recouping the sales tax. E9991-6894-07 Tax Exemption Identification Number. Discretionary receipts are not usually on report. 4/26/22 appt 11:00 appt to pay bill and receipt reimbursement. American Midwest Tax and Accounting. - Rick, Pat, Jennie
Approved by Lucinda and Lori. Motioned passed.

Music Report and Streaming ministry update on work being done. (inserted at bottom here)

Carried over Business

- 1) Building and Grounds Updates: Rhys and Jennie. Jennie will review furnace programming for time/temp. Gas prices have increased. Exterior lighting and parking lot light always on since 2020 work. Still missing one LED parking light. Green Sky was called and will be checking photocell.
"As part of the grant we received from ComEd (summer 2020), the outdoor lighting was part of the project. At that time the sensors were not working properly (either not working at all or inconsistently sensing light/darkness). I believe everything was replaced at that time. The contractor for that project was: **Green Sky Consulting** 815 355 - 5651 sbaloun@greenskyconsulting.net www.greenskyconsulting.net (<http://www.greenskyconsulting.net>) Scott Baloun" per Donna O.
Electric and gas price has never showed a decline with supposed efficiency.
Pest control was called on possible bed bugs report by custodian.
Pest Control Consultants 1100 W. 2nd St. Dixon, IL 61021. 815-284-4101.
- 2) Parochial Report Review. We are concerned with the number of adult communicants in good standing. Is this accurate? Pat shared the St. Paul Fed ID # 36-2490328. Report was due 3/1. Report due 5/1 on National Level.
Not approved until count verified with vestry via email. -Approved via email 4/26/2022.
- 3) St Paul's Mission (continue discussions about what we can do to increase our outreach)
Need to schedule at least a couple of things Spring/ Summer 1 each can't keep putting it off. Idea: Once a month free organ concert. Music student involvement, Taize, Bread and Roses.
- 4) Do pledging units have to pay for use of parish hall?
- 5) Bread and Rose started use of bldg- Building Uses Form; Sundays, what time?
New Sound System Use Policy- who is creating and approving form?

New Business:

- 1) Discuss how and who will begin to assess the Rectory maintenance (What is needed? What has been done recently? Create a tracker for this, so we can be proactive instead of reactive) Water softener; Gutters; Painting.
Who is responsible for what? A process is needed.
Who is our sexton? Rhys will need an eventual replacement.
Other churches make biannual appointment to do walk through for needed maintenance.
- 2) Discuss and schedule the Capital Campaign (Pat) A meeting is forth coming.

Rectors Report- no report this month.

Senior Warden

- 1) Review of Bylaws- A change on Page 11. Section 3. d.) change “income” to “receipts”.
Approve by Pat and Jennie. Motion passed.
Need Word doc version to make change to copy.
- 2) File annual audit. Internal audit (review) was last done in 2018 by Roy Mason and Pat McMahon. Rick called businesses on the diocese list with an average cost of \$3000. Donna shared ideas with Pat too. Lucinda will ask Roy Mason and Bill Cummings to do an internal audit. There is a specific manual with step-by-step instructions to follow from the Diocese. September 1 is diocese deadline. July 15 is our vestry deadline. Approve by Rhys and Lucinda. Motion passed.
- 3) Planning a form of a rector review per the bylaws.
- 4) Planning a Mutual Ministry.
- 5) Strategic Planning.
- 6) Keeping God’s People- the majority of the vestry accessing the site. Due 5/31/22.
Jennie will address this.
- 7) Certified Church Treasurer Certificate discussed- Pat.
- 8) Update on housekeeping. Pest Control contacted. Kelly may need to be reimbursed for cleaning required.

Closing Prayer (Marilyn; and Steve DeGolier)

The next Vestry Meeting will be tentatively scheduled for May 15, 12:30 p.m..

A motion to adjourn was made by Lucinda, seconded by Steve. Meeting adjourned at 2:45 PM.

Respectfully submitted,
Jennifer Cummings
Junior Warden assisting our Clerk of the Vestry

Treasurer's Report April 24, 2022

As of April 23, our Heartland Bank checking account balance stood at \$102,523.73. This should see us through the next several months.

We spent \$21,734.20 in March, and we took in \$8392 from pledges and regular contributions. As mentioned last month, we also took \$65,000 from the Endowment Fund. We also took in \$303 from the revolving and pass-through funds, and spent \$75.49. We also spent \$3750 for painting the exterior arches (which is half the total cost) from the Leonard Memorial Fund, and \$1600 from the Building Fund for (vestry-approved) sound system expenses.

As of March 31, the Discretionary Fund had \$1685 in it. The Endowment fund is valued at \$2,221,915.72 and the Capital Fund at Edward Jones is \$31,439.09. Our Apache stock was worth \$212.50 on February 22.

We have signed a contract with Helm Service of Rockford for a new furnace for the parish hall, at a cost of \$15,259. They don't want any money until it is installed, and as far as I know, that hasn't happened yet.

Our snow plowing bill from Marc's Lawn Service for March was \$1332.50. We have spent \$3785 on snow removal this season, but I don't anticipate any more snow until next winter.

I have some concern about a bill from Network Solutions for \$119.98 to renew a certificate for a Secure Socket Layer for our website. It is a biannual bill, and it got charged to our Visa card automatically. I have not followed up on this, I am sorry to say. I am going to attach the email I got from Lorraine concerning it, and I hope the vestry will pay a bit of attention to it.

Respectfully submitted,
Rick Johns, Treasurer

Music Ministries Report

The St. Paul's Multi-Generational Choir:

1. Did an awesome job supporting and singing for the Holy Week and Easter services.
2. Is transitioning to optional mask wearing while singing. Music Liturgy and Worship
3. I'm working on a draft of the June-December 2022 music schedule of anthems, hymns, service music, prelude &

postludes. I will be reviewing this with Mthr. Barbara. I hope to add special music for summer worship services.

4. I've met or checked in weekly with Mthr. Barbara for music liturgy, worship, streaming, Taizé, etc. Administrative

5. A new Kawai piano in the Sanctuary would better enhance our musical gifts in worship. And also offer a great

incentive for community outreach. Hoping to create a new venue (place) for musicians in the community to perform (students, teachers, choral groups, professionals, etc.,) having access to a good quality instrument while appreciating the wonderful acoustics in our Sanctuary.

- o I am exploring giving a fundraising concert to replace the Sanctuary's Yamaha with a Kawai piano.
 - o With a Kawai in the Sanctuary, we could move the current Yamaha piano into the Parish Hall, replacing the Mason and Hamlin, which is 100+ years and would cost over \$35,000.00 to rebuild.
 - o The Yamaha is in good condition. We purchased it from a DeKalb resident for \$3,000.00 and its market value at that time (2009) was \$7,000.00-\$12,000.00.
 - o A Kawai grand piano for a church or small concert hall may range from 15,000.-50,000 and of course exponentially higher for colleges and concert halls.
6. I meet weekly with Hannah Buckle and Kathleen Johnson to review music, worship and programming.
 7. I check in weekly with Susan King about music for the bulletin, weekly EmailBlasts, streaming updates, etc.

Streaming Ministries Report

Enhancing the Quality of In-Person and On-Line Worship Services

The streaming ministries members (Peg, Katt, Gretchen, Hannah) are doing an awesome job! Training:

1. If you review some of the YouTube videos from early on up to the present, you will see some improved camera angles. Our learning curves are improving. They are very adept at running cameras/hosting zoom.
2. Setting up streaming* (Zoom and YouTube) is steep on the learning curve. With more practice SM will become more comfortable.

*using the correct cables/adapters and making sure they are securely connected to the computer, signing into YouTube and Zoom and checking audio and video settings, making sure Zoom is picking up the camera feed, etc.

3. I will be setting up individual/group training with them in May to include reviewing check lists of step-by-step instructions re: setting up, operate the systems, Etc.,

Scheduling:

4. A rotation is in place and I am drafting a monthly/seasonal schedule for worship;
5. Vacation time will easier to plan/take now and will be shown on the schedule. A huge thanks to Mthr. Barbara for supporting us with taking the streaming down to one service and eliminating the shared bulletin on zoom. This new adjustment allows each SM member to take one Sunday off a month.

Share in Outreach: It was awesome to collaborated with Mthr. Barbara, Marilyn Cleland and her Poetry Group Event "Sunflower Seeds: Poetry for Ukraine, Friday, April 1st. Special thanks to all the St. Paul's parishioners that contributed to the evening including Gretchen and Katt for assisting with streaming via YouTube and Zoom (65 in attendance). To date, 107 people have viewed it on YouTube.

Lorraine Langer, Director of Music 04/23/2022 Vestry Meeting, Sunday, April 24, 2022