

## **Vestry November Minutes 11/20/2022, 12:20 PM**

Present: Mother Barbara, Jennie Cummings, Marilyn Cleland, Lori Judkins, Rhys Prall, Steve DeGolier, Pat Brown

Absent: Lucinda Brunner

Guests: Susan King (Clerk), Rick Johns

Mother Barbara opened the meeting with a prayer.

As Rick was arriving later, approvals for the Treasurer's Report and Minutes were postponed.

Mother Barbara distributed copies of the "Leavetaking for Clergy" document from the Diocese for Vestry members to review. These would be a basis for discussion as preparations are made for her retirement next year.

### **Rector's Report**

Mother Barbara's activities are listed in the agenda, but she wanted to note the item about Kishwaukee Hospital's willingness to hire a professional chaplain. The hospital has relied on local pastors instead of hiring a dedicated chaplain, not ideal as the work of a chaplain is different. Although most liturgical churches require at least one semester of training in chaplaincy, some denominations do not. Mother Barbara was able to speak with the head of volunteer training and the chief nursing administrator. With the change of administration in the last few years, the Kishwaukee administration seems more willing to consider the idea of permanent chaplain. Talks will continue.

### **Diocesan Convention**

Marilyn asked about what the major discussions were at last weekend's Diocesan Convention. One of the items agreed to was changing the liturgical language to recognize non-binary individuals. Another topic discussed at length was taking a stand on racial discrimination. While there is a curriculum concerning prevention of racial discrimination, the group decided not to require people to take it, but to let taking it be on a voluntary basis. A proposal was also advanced about rules about guns, but that also was not adopted. One reason these training requirements were not enacted might have been the condition that churches were to give 1% of their budgets for the trainings.

### **Transgender Service**

Marilyn also asked about the Transgender Service to be held at St. Paul's. This is being hosted by Grace Place and St. Paul's is providing use of the building; it will not be streamed. Many transgender people have been killed for being transgender, around 200/year. This is a national week of remembrance. NIU has also had an event this week.

### **Transitions**

The gmail address of stpaulsdekab@gmail.com is now posted on the website, and Susan has been starting to use it with vendors. About 30 or so vendors have the network solutions email, so we want to be careful to be sure to transfer all of them to the new email. Lorraine's email address is due to expire on November 22<sup>nd</sup>, so we have not cancelled it; we'll let it expire. Pat asked

about the email and Paypal account for the Lobster Boil. That has not been changed, but the contacts have been downloaded into a spreadsheet so could be used with any email account.

Susan has also changed passwords for the church email, the Apple ID and the Constant Contact programs. Hannah will change the contacts and passwords for the Zoom and YouTube accounts as she uses them. Susan will supply Mother Barbara, Jennie, and Rick with a list of the new passwords. This is just standard procedure to change passwords when someone leaves your employ.

Lorraine will be stopping by on November 28<sup>th</sup> to collect personal items and return keys.

Sierra from the Diocese had originally indicated that an Interim Rector Search for Mother Barbara's September retirement could begin in January, but recently corrected the timing to start in April or May. Sierra will provide names of Interims to Lucinda and Jennie.

### **Stewardship**

Jennie has arranged for parishioners to be recorded on video giving testimonials on what St. Paul's means to them as part of the Stewardship Campaign for 2023. Mother Barbara is drafting a letter which should go out the last week in November.

### **Nominating Committee**

Freya Rasmussen-Johns has agreed to stand for Junior Warden; Michael Wise will stand for Marilyn Cleland's term. Three parishioners might be interested in joining the Endowment Committee. Pat Brown is standing in as interim chair of the Endowment Committee.

Rick Johns joined the meeting at 12:25 PM.

### **Building and Grounds**

The gutter work has been completed by Martinez Roofing and Home Improvements. If the problem seems to be solved, they will be one of the bidders to repair the overhang ceiling. We are asking for three bids for the furnace exhaust system.

ADS has given us a proposal for the panic buttons as \$100 for installation of three buttons, and \$491 per year for service. A camera might still be desired. Rhys proposed, seconded by Lori, that we accept the bid for panic buttons and continue to get a proposal for a camera at Door 4. Motion carried. Pat Brown offered that we could use special funds to pay for the security upgrade.

### **October Minutes**

With two corrections, a motion to approve the October minutes was made by Jennie and seconded by Marilyn. Motion carried.

### **Treasurer's Report**

Rick stated that there are enough funds for the end of the year, after moving capital money to checking. His biggest concern is that we might be optimistic on pledges given that some people have moved on. The Endowment Funds are down with the stock market, but that would be expected. The Capital Campaign collected \$49,000 in pledges and almost \$16,000 has been

collected for the fund. Since the gutter work was \$6,000 instead of \$30,000, we will be able to keep funds for other needs. He asked that someone review the DeKalb Mechanical maintenance billing, and Rhys offered to. The piping repair has been postponed until February, as it is deemed “safe” for now.

Jennie offered that she is reviewing the copier lease as it ends in March of 2023. She has also reviewed the Nicor billing, and has switched the church account to a budget rate that will smooth out the monthly billing. She is still working on the Com Ed billing.

Rick reiterated his concern that if we continue to take 10% of the Endowment Fund each year without growing the congregation, we could exhaust the Fund in 10 years.

Jennie motioned to approve the Treasurer’s Report, seconded by Lori. Motion approved.

### **Other Business**

The City of DeKalb notified us that a light pole on Garden Avenue across the street was apparently hit by a car and is dangerously damaged. Since St. Paul’s owns the property, we were contacted first, but Rhys has explored the issue, and apparently NIU installed the light pole, maintains the property, and pays the electric bill. We believe NIU will repair the light pole or install a new one.

Pastor Mack of Grace Place has accepted a full time position and will end his ministry of Grace Place at the semester. Jennie was able to get financial reports and the operation is stable. About 6-10 students attend the service and meal each week. Grace Place is funded by the Chicago Diocese and the Chicago Lutheran Synod. Jennie will end her term with the Board and Bill Cummings will replace her in January.

Pastor Mack, who is also a technical wizard, will be helping St. Paul’s with the website, and Inksplash, the original creator, will no longer be used.

Upcoming events are the Evening of Taize on December 2<sup>nd</sup>, the Bread and Roses Concert on December 3<sup>rd</sup>, and the St. Nicholas party on December 10<sup>th</sup>. The DeKalb Area Ministerial association will gather for a luncheon meeting at St. Paul’s on December 14<sup>th</sup>. We are hoping to set up a Zoom Bible study with the Yale Divinity School materials for Lent.

### **Next Meetings**

The Vestry Meeting will be on December 18<sup>th</sup>, and the Annual Meeting is scheduled for January 29<sup>th</sup>, with a budget meeting held the week before, January 22<sup>nd</sup>.

Jennie offered a closing prayer. Steve motioned to close the meeting, seconded by Rhys, and meeting was closed at 1:45 P.M.

Respectfully submitted,  
Susan King  
Clerk

**St. Paul’s, DeKalb Vestry Agenda**

November 20, 2022

Opening Prayer—Mthr. Barbara

October minutes approval

Treasurer's report approval

2023 Budget discussion

Revisit, “untable” and discuss issue of “panic buttons”

Rector's Report

- Pastoral ministry with several members, in person and by phone
- Pastoral ministry w/community member in need of funds for apartment rent
- Meetings with the Wardens and special meeting with the Vestry regarding serious personnel issue
- Meetings with paid staff
- Budget Committee mtg.
- Multidisciplinary Board meeting w/Eldercare
- Conversations with community DAM (DeKalb Area Ministerium) regarding need for a professional chaplain at Kish Hospital to interface with the DAM
- Meeting with administrators at Kish
- Diocesan Convention
- Stood in for Pastor Mack re leading worship and conversation with Grace Place group
- Prep and execution re Taize, November 4<sup>th</sup>
- Zoom meeting with the Rev. Sierra Reyes

Other business:

Transition to Gmail progress- retirement of older email account and password review. Susan

Correction from Sierra at diocese on timing.

Stewardship Regular Annual Pledge Drive started 11/2/22. Barbara is working on a letter. Announcements at church and in bulletins (Susan) to start 11/2/22. Jennie will work on Video testimonials & organize a committee.

Nominating Committee, 2023 Slate of Vestry members-updates.

Building & Grounds Report- Rhys (Martinez Roofing & Home Improvements- Gutter work; Furnace Exhaust work) (Rhys)

ADS- discussion on panic buttons. (Jennie) Note a correspondence received from First United Methodist Church requesting security experiences. (Barbara)

Future vestry dates-

Discuss November, December, and January now.

January 22, 2023 Budget Review

January 29, 2023 Annual Meeting

## Treasurer's Report November 20, 2022

As of November 19, our Heartland Bank checking account balance stood at \$78,916.72. This should carry us through the end of the year without further withdrawals from the Endowment Fund.

We spent \$26,509 from our General fund in October, and we took in \$6,476 from pledges and regular contributions. We also took in \$1,439 from the revolving and pass-through funds, and spent \$250. We have spent 83.2% of our budgeted figures so far this year; we are 83.3% of the way through the year. The Rector's Discretionary Fund has \$436 in it.

As of October 28, the Endowment fund is valued at \$1,857,106.04. The Capital Fund at Edward Jones is \$31,596.92. Our Apache stock was worth \$253.52 on August 22.

We have received \$15,911 for the Capital Campaign so far, with \$49,000 pledged. This should keep the building running smoothly. Thank you everyone! We have spent \$5980 on new gutters for the sanctuary.

General Fund spending in October was higher the last few months. This is primarily due to the quarterly property insurance (\$4806) and security alarm (\$471) bills, plus a \$1890 bill for HVAC work from Dekalb Mechanical. I think a quick look at the HVAC maintenance contract might be warranted.

It is time for the annual pledge drive. Please be generous!

Last week we had a budget discussion meeting with Lucinda, Jennie, Mthr Barbara, Pat and me, in which we discussed many of the items listed in the 2023 budget template. Based on that discussion, I will fill in some numbers for the vestry to discuss in the next week or so. However, I need to tell you that our church budget is not sustainable for the long term. We are going to need to take increasing amounts out of the Endowment Fund. Pledge income is going to be at most 1/3 of our expenses, and most of the rest needs to come from the endowment. My current belief is that this is what the congregation wants: to keep up our current parish lifestyle and hope to grow the congregation, as opposed to drastic budget cuts and a reduced parish life. This is very difficult for me to say. The vestry definitely needs to know this and discuss it.

Respectfully submitted,

Rick Johns, Treasurer