

## Vestry June Minutes 6/18/2023, 11:19 AM

Present: Jennie Cummings, Steve DeGolier, Michael Wise, Marilyn Cleland, Pat Brown, Lori Judkins

Absent: Freyja Rasmussen-Johns

Guests: Susan King (Clerk)

The meeting was opened with a prayer from Pat Brown from the Book of Common Prayer.

Pat offered an appreciation to Jennie for all she's done during this time after the death of Rick Johns, who is greatly missed.

Plans are underway for Rick's Memorial Service and Reception. Next week we will move more chairs into the Sanctuary. Tables will be set up in Parish Hall. The Lobster Boil tanks have been moved to the Rectory garage.

### *Executive Session Opened*

Keys to the Rectory have been given and the ADS alarm list has been revised. The call list will be Steve, Jennie, Michael and Jim Wilson. Jennie, Pat and Susan now have the code for the safe in the Treasurer's office. Check signers include Jennie, Freyja, and Pat. Sheila from AT&T, our accountant, writes most checks, and Jennie and Pat will talk with her next week about new procedures. Rick was on the church gmail account and now Jennie will be put on as alternate. The Edward Jones signatories are ok. Peg Newby can get into the Realm software for Contribution Reports. Freyja may be able to help when she is ready.

### *Executive Session Closed*

### Interim Without Rector

Sierra from the Diocese has suggested discussing about whether to have a Priest In Charge or an Interim Rector. A Priest In Charge could be hired for one to three years. There are Supply Clergy scheduled through the end of September, but we could go to the end of the year with that plan. There was some concern voiced about having more Episcopal supply priests and being sure that Episcopal traditions are followed; it was felt that there could be more directions in the bulletin for those not as familiar with those traditions. It was agreed that in order of preference would be Episcopal clergy, Lutheran clergy, Morning Prayer, Liturgy of the Word without Liturgy of the Table.

Some parishioners have expressed concern about expense, but there was also a belief that a full time rector would be needed to grow and promote the church. Jennie would like to wait to decide further until Freyja is ready to join these discussions.

### May Minutes

There were no changes noted for the May minutes. Steve motioned to approve the minutes, with Pat seconding. Minutes approved.

### Rectory Repair

Jennie would like to set up an advisory committee to determine what is needed for repair. There are some plumbing and electrical issues in addition to the kitchen cabinetry and the carpet issues. Michael suggested that a home inspection service could be retained to help determine if there are issues at the rectory that need further repair by professionals. It was agreed to hire a home inspector which Jennie will pursue.

### Updates

- There was a Zoom intruder at the service last week, but it was handled. This supports the need for having two people for streaming the service.
- Gail Piper and Linda Lorbach are both at Bethany Rehab and Nursing home now and can be visited.
- There are about 40 keys to the building distributed.
- Jennie is concerned about our interns possibly being put in jeopardy while working outside and suggested a buddy system.
- Marc's Lawn has a key to the rectory fence so the grass can be mowed inside. All of Marc's Lawn employees are long term, trusted local employees.
- There was some graffiti painted on the large dumpster, but the DeKalb Police Dept. feels it is not gang related.
- We finally were able to get a photo op of the \$2000 check being given to the Youth Services Board. A press release has been submitted to local news outlets.
- The organ had another part that broke and a replacement has been ordered.
- There was some concern about emailing ADS, the security system, but our tech person, Pastor Mack says they have security on their servers.

### Classic Movie Series and Fellowship

Marilyn reported that she has two Rosalind Russell comedies selected but was unsure how people would feel going forward with Rick's sudden passing. The consensus was that people would like the distraction.

There are two Fellowship activities planned to meet for dinner on Tuesdays and then attend the Band Concerts at Hopkins Park.

### Secretarial Support

Jennie felt that some backup for the Parish Administrative Assistant should be pursued. Steve and Marilyn offered to learn how to prepare the bulletins if needed.

Building and Grounds activities can be found in the agenda.

### **Grace Place**

The Grace Place Board met and decided to suspend Grace Place for the next year. Decisions have been referred to the Episcopal Diocese and the Lutheran Synods for further determination of its future.

### **Memorial Service**

We are giving Freyja time away from the Vestry to mourn and will not include her on most communications for the time being.

### **Next Meetings**

The next Vestry Meetings are scheduled for July 16<sup>th</sup>, and August 20<sup>th</sup>, after the 9:30 AM service.

A motion was made by Pat and seconded by Marilyn to adjourn the meeting at 12:30 PM.

Respectfully submitted,  
Susan King  
Clerk of the Vestry

# June Vestry Agenda

Prayer- Pat Prayer Requests and Appreciations Vestry Minutes for May

Appreciations & Gratitude for the years of dedicated, ethical ministry by our friend & treasurer, Rick Johns.

## **Executive Session**

Necessary next steps & timing.

Accts/Church Email/Credentials, Sheila Apple/reports; Bank signatories/Edward Jones; ADS Alarm Co; Safe/Checkbook/Dual signatures. **END Executive Session**

*Treasurer's Report. >> \$300 Quinlan's Carpet Cleaning, this is half requested by rector. Interim financial package. Rectory Improvement Budget.*

**Realm Software-** Peg, Susan have access. Contributions recorded & quarterly reports distributed. Capital Campaign updates included in reports.

**Interim Process;** Financial package; Cover page to Sierra R.

**Rectory Repairs- Advisory Committee.** Walk-thru scheduled upon request.

**Supply Clergy** Updates, Feedback

**Quick updates:** Zoom intrusion/Need for dual stream team; wedding option; parishioners in nursing home and homebound. Jennie **Topics of interest** came up this month. Please let Jennie and/or Freyja know if you would like further discussion during vestry or an appointment to discuss the topic.

Sunday bulletins layout/order/language; guest bags inventory; Bible requests; wine and grape juice options; Protocol for calls for monetary assistance;

## **Church Campus- Key Access, Interns**

(Mentoring received from our Dean Father Mike Dwyer, Fr Georges Jallouf, and Father Pruitt. A meeting with Father Georges Jallouf will be requested.)

**FSA/YSB \$2000 Donation in January** with Letter to the Editor- Photo Opp 6/12/23 Lucinda, Pat- Free newspaper submission- Susan **Grace Place board** met without formal minutes. - notes below shared into record **Capital**

**Campaign Notes** shared into record- Three year goal \$50,000; Pledges Received \$48,630/97%; Received, so far 19,000/40%.

**Sound & Vision Report-** Peg scheduling Integrity appt

**Fellowship Report.** Tuesday night Municipal Band Concerts/Jennie; Classic Movie Nights/Marilyn- July 14 & 28.

**Susan's vacation-** develop a plan for coverage. Is there a volunteer to learn how to create and print bulletins? Is St. Peter's an option in a pinch?

Music Dept Report- organ part ordered, Hannah vacation through June. Lower pedal will have deficiency until part is replaced. Kathleen considering playing piano. 6/25 is the date of her hus passing. Buildings & Grounds Report- See below. Prayer- Lori

### **Building and Grounds- April, May, June 2023**

Spring Cleanup 4/29/23

Roses- mulch added per Mary Short's donation, request

Mulch church ground with free city mulch

Sanctuary HVAC set to fan-only on Sundays when occupied

Tankless Water Installed in basement.- Rick (water temperature lukewarm.)

Flashing, roof- east side repair of sanctuary

Tree removal- Spire Spruce, by west breezeway door, didn't survive Davey Tree treatment of mites & fungus. Tree donations shifted to the garden fund.

Kitchen automatic door repair- dismantled and reassembled. Door wasn't closing consistently.

North Door was sticking. Service calls are very expensive. Lubricated door.

Ladies room sink drain issue

HVAC Spring Check- DeKalb Mechanical- sanctuary and parish hall. Furnace filters changed. -Rhys, Jennie

Thermostats (4) adjusted for season.- Jennie

Dehumidifiers (3) tested, set, monitored.-Jennie

Men's urinal issue addressed- Lori, Rhys New microwave purchased- Jennie (Microwave found in basement kitchen) New vacuum purchased for upstairs, lightweight. -Jennie, Lori, Susan (Good decision)

Playground equipment shift to north of the sidewalk- Rick, Rhys

Trellises -several rebuilt for garden.- Rick

Staining of Shed (not certain that this was completed)

Lobster Boil Equipment- needs to be shifted to rectory garage per contract.

### **Future Agenda**

- Church Key access
- Safe Church Compliance - Pat, Marilyn
- Sounds & Vision Report; Music Dept Report; Go Green Report;
- BASICS Write up for Proclaimer; Point Person- Lucinda. I emailed Lucinda again 6/7/23.
- Planned: Employee (4) Reviews; Job Descriptions; Vacation Time- Jennie/Freyja- July
- Plan: What is the procedure when people call the church for assistance.
- Plan: Pastoral Care/Counseling Needs. Develop a call list and pay procedure.
- Visiting Young People;
- Licensed-Sunday School Partnership;
- Parent-Child Quiet Room w/ Live-Streaming Service on TV.
- Nominating Committee for 2024 Vestry
- Search Committee
- Survey Questions

- B&G On hold or Seasonal6/18/23, 10:03 AM Gmail - June Vestry Agenda  
<https://mail.google.com/mail/u/0/?ik=850b70c7b4&view=pt&search=all&permthid=thread-f:1769048586690040835&simpl=msg-f:1769048586690040835> 2/2
- Sanctuary ceiling;Ladies room door handle;Fall HVAC set appt;Thermostats- adjust for season
- sacristy water heater
- sacristy sink
- Rector Office Door with a Window
- TV for the St. Timothy Center for live-feed of current service

Date: Fri, Jun 9, 2023, 5:21 PM **Subject: Grace Place Board Meeting today**

I'm writing to let you know that the Grace Place Board met today in person at St Paul's church.

After thorough discussion, we unanimously agreed to suspend the ministry's operation by canceling Fall semester this year.

We will look for help and advice from our superiors as to how, and if, we go forward.

I want to sincerely thank each of you for your efforts in helping to keep this ministry going after Pastor Mack's resignation.

Sincerely, Jo.