

St. Matthew's Episcopal Church
Vestry Meeting Minutes - March 28, 2023 @ 6:30pm
Location: Hybrid in-person in B-14 (Wilson Room) and on Zoom

Vestry Members in Attendance in person: Joyce Statz (Senior Warden), Bob Ascott (Junior Warden), Natalie Lynch (Clerk), Ann O'Connell, Armando Ruiz, Blythe Wilson, Gary McNeil, David Kennedy, Stephanie McCollum, Carole Taxis, Jenny Watson, Steve Ryder, Jason Bagshaw

Vestry Members in Attendance via Zoom: David Kennedy, Chris Hansen

Vestry Members Absent: Anne Webster

Clergy in Attendance: Rev. Katie Wright (Rector)

Business Manager: Chris Schumacher (present)

Treasurer: Jack Robertson (present)

Observers: None, though we were appreciative of Lise Harding's offer to attend.

The March 28, 2023, Vestry of St. Matthew's Episcopal Church meeting was called to order by Rector Katie Wright at 6:35 pm, who determined that a quorum of members was present. Gary gave the initial devotional as the telling of an incident they observed related to forgiveness requested and given. A small discussion was about taking our faith into the 'real world.'

Approve Consent Agenda Items:

The first order of business was to approve the consent agenda items provided in the pre-read folder, including previous Meeting Minutes, Business Managers Monthly Report, Day School Meeting, Treasurer's Report, Finance Commission meeting, Outreach Update, and Security Update. **A motion was made by Natalie, seconded by Carole, and passed unanimously.**

Strategic Plan: This work was presented by Jenny. The vestry input session on Passion Areas was completed and in April, after Holy Week, the sessions with the congregation will begin. Vestry will begin discussing communications, and then those will start with the congregation. Then Discipleship and Congregational Engagement explorations are scheduled with Vestry and then the congregation. We can start reviewing the information gathered at the May vestry meeting.

After reviewing the data from the first Vestry brainstorm, we learned that we must ask the congregation a more structured question. Jenny reviewed the slides, with improved inquiries, that will be used with the congregation for the first round of explorations related to Passion Areas.

Jenny then presented the Strategic Plan's idea of Communication to the vestry for small group activities, after which we did a structured brainstorming session on this topic. Jenny and Katie also encouraged us to attend the 4/30 or 5/1 sessions with the congregation.

OLD BUSINESS:

Day School Board: Katie recapped by explaining that the day school is a ministry of St. Mathew's congregation. The board of the school must be more than 50% filled by members of the congregation, each for a three-year term. There have historically been struggles to find strong candidates for that board. The school board recruitment is off-cycle from the church schedule of recruitment. Katie suggests we recommend two people in approximately October and November when other nominations for leadership roles are made. To do that, we should nominate four people so that the school can

evaluate their qualifications and choose two of those individuals in the following school year. This complies with the bylaws of the school and church boards. Individuals can self-nominate. This year, Katie has spoken to two individuals who both accepted and will be recommended since we didn't have a chance to use this process last fall.

Treasurer's Report:

Jack reported that this month's reports are compared to 2022 for reference. The fixed expenses remain fairly constant, and we don't expect any change until the curate is hired. The Day School is paying its February payment late, but it should be forthcoming soon. Money was spent in January for sign repair performed in 2022, so it appears over budget. All these notable deviations will be synthesized and appear to be on track with the budget when the first three-month average of the year is presented next month. Staff portraits, ground maintenance, and other off-budget items were covered this month with unrestricted accounts.

Chris added that our skilled maintenance sexton had done things like powerwash the memorial garden and fixing a fuse in the kitchen AC which has helped to keep the maintenance expenses down. Chris also explained that for some people who pay their pledges with credit cards, it will have ended with the end of the pledge cycle and may not be collected as the pledger intended. He will follow up with parishioners who may have fallen into that category.

There was consensus that Vestry needed to focus on finding \$40,000 by year's end to maintain a good budget.

Chris's Business Report:

The list of maintenance requests is quite long; however, much of it is already accomplished. It was noted that the property is much cleaner and has a good sense of safety with the evening maintenance staff working in the evening. The bank signature cards were provided to the bank, and signature authority should be established soon. Chris mentioned that the Memorial Garden Committee wants to move funds from Frost to TD Ameritrade in an investment fund. Chris feels comfortable that the money in Frost is safe from bank failures.

Good Friday:

Katie made a motion, and Jenny seconded a motion to designate the 2023 Good Friday Offering to go to the National Church to support the ministry of the four dioceses of the Province of Jerusalem and the Middle East. All approved.

Security Grant:

Ann reported that our FEMA grant had been amended to reflect inflation and other changes we want to make. We learned we could remove the line item for doors by using a more affordable security option, allowing that money to be used for better access controls and other line item improvements. We had only four days' notice to make this amendment; Ann, Lise, and others made this quick deadline. The Vestry was very appreciative of Ann's efforts.

Rector's Comments:

Curates are recently ordained priests who come to a congregation for 18-24 months. The diocese will pay for half of their salary since they are partially working on the church and partially on themselves. Katie reported interviewing three individuals, and they expect we will get a curate. Katie will leave her Diocesan role as curate mentor to be our curate's boss. The curate should start in June or July,

depending on the individual's circumstances. The salary for this role is budgeted for, and Katie recently confirmed that we are a church that will need the grant for half the curate's salary from the diocese, so that contribution is reasonably certain. The curate selection is a match-making situation in that Katie tells the diocese who she prefers for our congregation, and the potential curates also rank their potential placements. The diocese then makes the best matches. Katie is looking for someone who would be good at energizing younger families. We won't know which curate will be assigned to us until April or May.

We have new connection cards in the sanctuary.

The School requested and received permission to spruce up the Breezeway conference room so that the school can store some items currently in non-climate-controlled areas. We don't use that room much; however, it will remain our space. The school wants to renovate it so that they can use it more often.

Palm Sunday will be started across the street at Westover Church. Next year, both churches will likely start at our parking lot.

We received some gifts in memory of Chuck Huffman. Katie would like a processional banner to be purchased with those funds. We have a professional banner from our 50th anniversary that is very dated, and it would be nice to have an updated banner in the front of the sanctuary. There is also a broken wooden bench in front of Huffman Hall, so we will likely replace that broken bench with a nicer metal bench with a plaque commemorating Chuck Huffman. Ann added that some funds collected in Chuck's name would go to the permanent endowment fund. **There was a motion to use the funds collected in memory of Chuck Huffman, not designated for the endowment, on a processional banner and an updated bench. Joyce moved, Jason seconded and unanimously approved.**

Katie stated that the lost and found collection is getting rather large. We will post pictures of the items before deciding what to do with them. Those remaining after notifying the congregation will likely be donated to Goodwill.

Katie will be on personal leave starting the Friday after Easter. All other staff will be here when Katie is gone. Katie will return from leave on the 25th but will be at Camp Allen and return to campus on the 30th for Sunday services.

Senior Warden's comment:

Joyce reported that it is vital that we have committee reports three or more days in advance. She also reported that Cleanscapes, the current ground crew, is very engaging and takes direction well. Recently 150 bags of debris were taken off the campus to Hornsby Bend. This would have cost thousands of dollars more with the previous company but was handled mainly by the parish congregation, Joyce, her husband, Chris, and others.

Junior Warden's Comment:

Bob pretended to be a sports coach, with a large screen pointing out the play-by-play of the spots the vestry needs to volunteer to fill.

Katie gave the closing prayer.

The meeting was adjourned at 8:23.

Submitted by Natalie Lynch, Clerk of the Vestry