

St. Matthew's Episcopal Church

Vestry Meeting Minutes - February 5, 2022 @ 1:30pm

Virtual Meeting via Zoom due to COVID-19

Vestry Members in Attendance: Ann O'Connell (Senior Warden), Lise Harding (Acting Junior Warden), Kelli Hughes, Jim Michael, Joyce Statz, Nicole Banister, Christian von Wupperfeld, Armando Ruiz, Blythe Wilson, Vickie Blumhagen, Annie Webster, Gary McNeil, David Kennedy, Christopher Hansen

Vestry Members Absent: Stephanie McCollum

Clergy in Attendance: Rev. Katie Wright (Rector), Rev Christian Hawley (Associate Rector)

Business Manager: Chris Schumacher (present)

Treasurer: Charlie Smith (not present)

Guests: None

Observers: None

The February 5, 2022 meeting of the Vestry of St. Matthew's Episcopal Church was called to order by the Rector Katie Wright at 1:36pm who determined that a quorum of members was present. Katie then authorized Senior Warden Ann O'Connell to preside over the meeting.

Approve Consent Agenda Items:

The first order of business was to approve the consent agenda items provided in the pre-read folder. After a motion duly made and seconded. **Motion passed unanimously.**

NEW BUSINESS:

-Motion to approve the 2021 Parochial Report as prepared (with corrections and additions suggested)

The members next reviewed and considered the St. Matthew's Parochial Report which it is to submit to the Diocese. Joyce Statz asked a few clarifying questions and presented suggestions to improve or correct a few categories listed in the report. After motion duly made and seconded, the members approved the parochial report with these revised inputs: 1) Item #5 Racial Justice Actions – Add viewed “Austin Revealed: Civil Rights” 2) #1 in the Outreach section – Food Pantry in 2021, we served 42,427 individuals in 10,237 families 3) #9 in Outreach section – We participated in Habitat for Humanity, 2 instances, 10 volunteers, 4 new; 5 people served 4) #12 in the Outreach section – Clothes Closet at Wooldridge, 1 of these, 15 volunteers, 15 new; 430 people served

Motion passed unanimously.

-Lise Harding was nominated, seconded, and agreed to run for Junior Warden. **Election was unanimous.**

-Gary McNeil was selected as Vestry Clerk.

-Motion to instruct the Business Manager to authorize Ann O'Connell (Senior Warden) and Lise Harding (Junior Warden) to be added as authorized signers for St. Matthew's operating and capital fund accounts as well as for both the Memorial Garden and Endowment Committee TD Ameritrade brokerage accounts. The Treasurer, Charlie Smith, and former Senior Warden, Doug Webster, are also authorized signers. **Motion passed unanimously.**

TREASURER'S REPORT: Chris Schumacher on behalf of Charlie Smith

Chris discussed the financial reports prepared and advised the Vestry that although January pledges were a bit low, additional pledges are anticipated by the end of February. He also advised he and the staff were diligently working to keep expenses down in the area of campus utilities and directed attention to a credit St. Matthew's was given because of a worker's compensation insurance premium overcharge.

BUSINESS MANAGER'S REPORT: Chris Schumacher

Chris presented the Business Manager's report and highlighted a list of action items he prepares each month which serve as a way to track progress on various actions which need to be taken by St. Matthew's on matters such as contracts, city code compliance, etc. Chris also encouraged new Vestry members to schedule a time with him to learn about the budget process for St. Matthew's. We prepared for the freeze by dripping faucets and running water heaters constantly. The Memorial Garden altar is on hold. LED lights should be installed in the Mesa lot today. We emailed giving statements to 291 parishioners, which saved money, paper, and time.

COMMISSION/COMMITTEE/COUNCIL REPORTS & ASSIGNMENTS:

- Stewardship: Blythe Wilson (Chair)
-Annie Webster, Stephanie McCollum, Gary McNeil, Vickie Blumhagen, Christopher Hansen
- Buildings & Grounds: Jim Michael (Chair role currently delegated to Kevin McGillicuddy)
- Endowment: Kelli Hughes (Vestry Rep)
- Outreach: Armando Ruiz (Chair)
- Finance: Joyce Statz (Chair)
- Memorial Garden: Vickie Blumhagen (Vestry Rep)
- Day School: Nicole Banister (Vestry Rep)
- Strategic Planning: Christian von Wupperfeld (Co-Chair)
- Invite, Welcome & Connect: David Kennedy (Chair)
-Christopher Hansen, Stephanie McCollum

Ann O'Connell next discussed the various Vestry positions in which Vestry members serve. We will be adding Strategic Planning as well as Invite, Welcome & Connect committees this year. Ann mentioned two special projects upon which the Vestry will focus this year. 1) Security: The first dealt with security of the campus which, thanks to the efforts of Jim Michael, resulted in an analysis by a security consultant at no charge to St. Matthew's. Ann and Jim will work with the consultant to further update the report. 2) Revenue: The second project was an assignment to the Stewardship Commission to look at additional revenue generating activities which St. Matthew's might undertake.

Ann and Lise directed member's attention to the Vestry Roster which includes commission assignments for each Vestry member. Katie and Christian advised members to speak with them if members felt the initial assignment was not a good fit for a member or if a member has a particular passion for serving on a specific one.

Nicole Banister presented an informational report on St. Matthew's Day School and advised enrollment had increased from 164 last year to 180 for the current year.

Annie Webster reported that the idea for putting an altar in the Memorial Garden is on hold, but that preparations are being made for planting more greenery and for the construction of a nicer border wall. She has not gotten confirmation from an Eagle Scout in St. Matthew's scout troop his project for replacing the railroad ties in the Memorial Garden.

OLD BUSINESS

Email vote on 01/21/22 - Approved IRS Housing allowance for Rev Katie Wright (14-0)
Email vote on 01/21/22 - Approved IRS Housing allowance for Rev Christian Hawley (14-0)
Email vote on 01/21/22 - Approved December 2021 Vestry Meeting Minutes (13-0-1 (abstained))
Email vote on 01/21/22 - Approved January Budget Meeting Minutes (14-0)
Designation of new Vestry member Vickie Blumhagen to serve unfulfilled term (1-year)

CLERGY AND WARDEN COMMENTS:

Katie reported that Robert is getting some interest in section leaders and interviewing a few people for those positions. We will continue to mask for worship and eat/drink outside. We are hoping transmission levels drop and we can move back inside for more activities. Vestry members should get building keys from Chris Schumacher.

Christian reported that Family & Youth teams had a successful retreat. We have started the Passport program; we are trying some new activities (asking people to help); Godly Play is coming back into Family service; monthly outdoor family activities are planned; Mobile Loaves & Fishes Camp is July 11-15; Katie & Bailey will be camp directors at Camp Allen July 24-30. Formation - Jee Hei Park will be here this Sunday (Gospel of Luke); in March, Susan Pigott will be here. All Vestry members are asked to participate in the Vestry Living Compass training that Christian will be teaching.

Lise asked members to sign up for their preferred month to serve as Vestry of the Month; she will assign a month if she has not heard from a member. New Vestry members should reach out to Chris to get church keys so that you can perform your Vestry of the Month duties.

Next Meeting: February 22, 2022 @ 6:30pm - hybrid in the Youth Center and on Zoom

Meeting Adjourned at 2:52pm

Submitted by Kelli Hughes, Acting Clerk