

St. John's Parish
Vestry Meeting
August 23, 2017

Present: Dusty Graham, Jr. Warden; Lou Lamb; Sr. Warden Designee; Bob Speelman, Bob Rauth, Iris Heichel, Bill Abeles, Jr., Cathy Bushey, Bill Alexander, Sr. Warden; Sherry Burkholder, Susan Sunnarborg, William Goodwin, Margaret Clinch, Associate for Youth & Young Adults; Fr. Todd Young, Rector; Chip Sealing, Jason Weibel & Glenda Fuller
Absent: Bruce Massey & Becca Burford

- I. Meeting called to order at 7:10 PM
- II. A motion was made by Bill Alexander to accept the minutes of the 6.28.2017 as corrected.
 - a. Seconded by Bob Speelman
 - b. Motion Passed
- III. Reports
 - a. Investments—Bill Abeles, Jr.
 - i. Market experiencing normal volatility
 - ii. Expect some profit taking during the 3rd quarter
 - iii. Endowments
 1. Historic Properties
 - a. Current value \$676,273
 - b. Potential 5% of principal balance
 - c. Current debt service \$10,377 (\$864.82 monthly to Hollingsworth Fund)
 2. Unrestricted Endowment
 - a. Current value \$566,165
 - b. 5% of principal draft
 - c. Cover budget shortfall as approved by Vestry
 - d. Current cash flow \$1,509.17 monthly
 3. Assistant to the Rector
 - a. Current value \$250,211
 - b. 5% of principal
 - c. Cash flow \$682.67 monthly
 4. Hollingsworth Fund
 - a. Current value \$172,846
 - b. \$45,000 @ 3% for 5 yrs (864.82 monthly from Historic Properties)
 - c. Pre School debt
 - iv. Socially Responsible Funds
 1. Only a few socially responsible mutual funds
 2. Pulling cash from socially responsible funds very labor intensive
 - b. Treasurer's Report—submitted as printed
 - i. Preparing worksheet for Commissions to use in preparing budgets
 - ii. Budget Shortfall

1. Vestry needs specific amount from Unrestricted Endowment to cover anticipated shortfall
2. Vote will be taken by e-mail
- c. Rector's Report—Fr. Todd Young
 - i. Day Care Center
 1. Received request to rent space
 2. Need to investigate what improvements to building required to comply with codes
 - ii. Columbarium
 1. Received request to move space
 2. Encouraged party to contact other family directly
 - iii. Tree
 1. Neighbor requested over hanging tree be trimmed
 2. Some trimming completed
 3. Neighbor is free to trim the portion of the tree overhanging property
 4. Health of the tree to be determined
 - iv. Remaining portion of report under Old & New Business
- d. Senior Warden's Report—Bill Alexander
 - i. Bester Community of Hope
 1. Block Party
 - a. 9.23.2017
 - b. Volunteers needed to:
 - i. Set up & take down tables & chairs
 - ii. Put up & take down tents
 - iii. Supervise Moon Bounce
 2. Walking School Bus
 - a. Children living less than a mile from school must walk
 - b. Need 8 "Neighborhood Ambassadors" to walk children to school
 3. Need volunteers to assist 2nd graders having difficulty learning to read
 - ii. Nominating Committee—Sherrie Burkholder
 1. Had initial meeting
 2. Another meeting planned for September
 3. Goal to present nominations in October or November
- e. Junior Warden's Report—Dusty Graham—submitted as printed
 - i. Note of appreciation sent to Chabots for their years of service to St. John's Shelter
 - ii. Shared "Time & Talent" survey with the Vestry; to be distributed with pledge cards
- f. Associate for Youth & Young Adults—submitted as printed—Margaret Clinch
 - i. Middle/High School Sunday School
 1. 4 volunteers
 2. New curriculum an overview of the Bible
 - ii. Talent Show
 1. Scheduled for 10/8 after 10:15 AM service
 2. Early planning stage

- g. St. John's Shelter—submitted as printed

IV. Old Business

- a. A motion was made by Bill Alexander and seconded by Bob Speelman to convert all funds; except the van fund, to advisory active management style funds.
 - i. More efficient
 - ii. Motion passed
- b. Upcoming Events
 - i. Parental Learning Parties 9/26 & 10/17
 - ii. Basket Bingo 10/20
 - iii. Haitian Choir
 - 1. 9/21
 - 2. Need housing for 17 boys, 14 girls & 8 adults
 - 3. Food donations needed for reception & lunch
- c. A motion was made by Fr. Todd Young and seconded by Bill Alexander to authorize \$540 for pamphlets for the 2017 St. John's Music Series.
 - i. Money available from Music Series Fund
 - ii. Motion passed
- d. A motion was made by Fr. Todd Young and seconded by Bill Alexander to authorize \$1,500 for guest musicians for the 2017 St. John's Music Series.
 - i. Money available from the Music Series Fund
 - ii. Motion passed

V. New Business

- a. The following resolution (See Attached) was made by Dusty Graham, seconded by Glenda Fuller, and passed unanimously, a quorum being present at a regular scheduled meeting of the Vestry .
 - i. By-laws do not designate who has the authority to sign legal documents
 - ii. Resolution designates the Rector as the chief executive office of the Vestry and shall have authority to sign all legal documents pertaining to the operation and mission of the parish.
 - iii. In the absence of the Rector, the Senior Warden shall have the authority to sign all legal documents
 - iv. In the absence of the Rector & Senior Warden authority passes to the Junior Warden
 - v. The Registrar may witness or attest such documents as may be required
 - vi. Will offer amendment to the by-laws at the next parish meeting
- b. A motion was made by Glenda Fuller and seconded by Sherrie Burkholder to authorize \$3,840 to purchase server hardware and installation.
 - i. Funds from office equipment budget
 - ii. Motion passed
- c. A motion was made by Fr. Todd Young to close the Rector's discretionary account at Columbia Bank and to open a Rector's discretionary account at PNC bank.
 - i. Consolidates all accounts in one bank
 - ii. Motion passed
- d. A motion was made by Fr. Todd Young and seconded by Bill Alexander to authorize \$1,200 to purchase name tags.
 - i. Funds to come from Welcoming & donations to Liturgical Fund

- ii. Would like to pass them out on St. John's day
 - iii. Motion passed
- e. A motion was made by Bob Speelman and seconded by Chip Sealing to authorize \$780 to clean and repair gutters.
 - i. Cleaning was overlooked
 - ii. Parish Administrator will create "tickler" file
 - iii. Motion passed
- f. St. John's Day—Bob Rauth
 - i. Scheduled for 9/10
 - ii. Each Commission or ministry will have table
 - iii. Parishioners invited to put dots by activities they have participated in the past
 - iv. Food will be at each table
- g. Prospect St. Porch Fest
 - i. Scheduled for 9/16
 - ii. Will have tours of the church
 - iii. Baked goods to be served
- VI. Commission Reports
 - a. Welcoming Commission—Will Goodwin
 - i. Enjoys seeing other people greeting newcomers
 - b. Parish Life
 - i. St. John's confirmands will be recognized on 9/17
 - c. Fabric & Grounds
 - i. Repairs to steam pipes and valves cost only \$6,000 not the projected \$12,000
 - ii. Bob Rauth was recognized by the Commission for his service to the parish
 - iii. Carpets in St. Mary's Chapel to be cleaned
 - iv. Floor in the kitchen will be stripped and waxed
 - v. Bob Speelman will be retiring as chairman of the Commission as of the first of the year
 - d. Christian Formation
 - i. VBS
 - 1. Very successful
 - 2. Will critique at the next commission meeting
- VII. Meeting adjourned at 9:25 PM

Respectfully Submitted;

Ruth Ann Ogle, Registrar