

St. Stephen's Episcopal Church - Vestry Meeting - March 20, 2018

In attendance: Fr. J. Wesley Evans, Judy Sloan (Sr. Warden), Craig Summer (Jr. Warden), Patty Anderson, Mark Beardsley, Ed Colvin, Pam Colvin, Jerry Fillebrown, Steve Keller, Bob Rice, Sally Fillebrown (clerk)
Visitors: Helen Summer (Financials), Taylor Voskuil (Sage Roofing), Nicholas Spost (NRS Consulting)

The meeting opened with prayer by Fr. J. Wesley Evans at 6:30 pm

Minutes:

- Minutes from the February 20, 2018 Vestry meeting were approved with minor corrections.
Motion to approve: Ed Colvin; 2nd: Craig Summer; motion carried.

Roofing Update: Guests Taylor Voskuil (Sage Roofing) and Nicholas Spost (NRS Consulting) updated

the Vestry on the current status of the repairs to the Church roof. Based on the report prepared by The Donan Engineering Company (for the Insurance Company adjuster), our claim is only approved for a slate roof repair. We need to replace the roof, not simply repair it. Sage Roofing proposed that NRS Consulting be hired to prepare a "Damage Appraisal" covering the entire roof replacement.

∞ Ed Colvin moved that the Vestry "move forward with the next step in arbitration for replacement of our Roof Systems."

Patty Anderson 2nd; motion carried with one abstention.

General Updates:

- **2018 Stewardship:** We're moving our stewardship/pledge drive to Spring, 2018 (as opposed to the usual pledge drive in the fall). In the long run, the change will be much more beneficial, (especially as regards the budget development) even though this year, the drive will be coming up very soon (April or early May).
- **SSEC Missions:** Promotion, Evangelism, and Community Engagement Plan for 2018 has been distributed for Vestry perusal.
- **Parish Project List:** Several Projects from the list posted on the bulletin board in the Parish Hall have been adopted and are underway for completion.
- **Painting of the Church:** Yahtz Tea has pledged \$1000 to jump start the painting of the exterior of the Church. Ed Colvin and Craig Summer will secure bids and advice on whether to paint before or after the roof has been repaired.

Important Dates Upcoming:

- **Lenten Program:** Wednesdays 6:30 pm - Last Lenten Supper 3.21.18. Fr. Evans will offer a Presentation to help us prepare our Funerals. There will be no Wednesday activities during Holy Week.
- **Holy Week:** Starts March 25th with **Palm Sunday**. In case of rain, Plan B will be developed in lieu of the Procession around the Courthouse.
- **April Child Abuse Prevention Month:** **Saturday 28th at 9:30 am** - Community event with several organizations involved in fighting child abuse, sexual assault, domestic violence, and human trafficking. The event will include presentations, opportunities to visit with members of the visiting organizations and a time of prayer. The DOK will help with the organization of the event.

Sr. Warden Report:

• **CPA:** Bookkeeping candidates met with Carla Self and reviewed work to be done and monthly

reports to be produced for the Vestry. Virginia O'Hanlon has agreed to accept this position. A contract has been provided for approval by the Vestry.

∞ Judy Sloan moved that the Vestry "hire Virginia E. O'Hanlon to provide bookkeeping services and preparation of monthly reports for St. Stephen's Vestry Meetings."

Ed Colvin 2nd; motion carried.

- **Audit Committee:** Pat Hunt, Kelly Lopez, Tom Debner, and Sally Howard have agreed to serve.

Two more will be selected.

- **Endowment Fund:** Necessary documents have been delivered to David McNees for review regarding the federal and state requirements.
- **Taxes:** Records for filing our exempt status form for 2017 have been received so that the proper filing documents can be prepared.

Jr. Warden Report:

- See attached

Financial Report:

- February books are in good order. Carla Self and Helen Summer are working very hard to get all books ready to hand over to the new bookkeeper.

There being no further business, the meeting was adjourned at 8:03 pm with a prayer read together by all Vestry members.

Respectfully submitted,
Sally Fillebrown, Clerk