

## Vestry Minutes

Monday November 9, 2020

Matt called the meeting to order at 7:02 p.m.

Fr. Jean opened with a prayer and devotion.

Cindy took attendance: Fr Jen Beniste, Rector, Matt Nordigian, Senior Warden, Sandy Dalgaard, Junior Warden, Don Craig, Treasurer, Cindy Tippet, Clerk of the Vestry, Greg Thompson, Al Nelson, and Ben Hale. A quorum was confirmed. Not in attendance: Jeff Tippet and Hendris Grenier.

The agenda for the meeting was presented and approved.

The minutes from October 12th meeting were approved.

### **Senior Warden's Report:**

Matt reported the resignation of Walter Smith from the Vestry. The nominating committee for new vestry candidates will be Al Nelson, Jeff Tippet, and Sandy Dalgaard. In addition, we will need to fill a one-year commitment to fill Walter's vacancy. Matt asked the slate to be ready for the January 2021 annual meeting.

Don Craig, Treasurer, reports the balances of the operating account is \$65,227.55 and the reserves account is \$58,283.82 as of 11.9.2020. Don also stated pledges are getting caught up.

Don reports he has found an accountant to perform a 2019 audit for the church. Will take 6-8 weeks to complete and will cost approximately \$1000.00. A motion was made to approve the 2019 audit. Motion passed unanimously.

The Payroll Protection Program loan forgiveness is currently on hold while the lender puts together the matrix for documents necessary for forgiveness.

Don states there are pledges that were placed in the Morgan Stanley account that need to be transferred to the operating account. The amount of these pledges is \$67,114.00. Don asked how we make this transfer; he is not sure who is on the account. These pledges were made by stock donations. Greg volunteered to follow up with Morgan Stanley on this matter.

The 2021 budget will be developed in the next 4-6 weeks and the Sr. & Jr. wardens are asked to submit financial figures so a budget can be presented at the December Vestry meeting for approval. The budget is presented to the congregation at the annual meeting in January.

Don reports the Investment Committee sent a certified letter to the Winstons on November 15<sup>th</sup> informing them of the church's desire to sell the property on Hickory that they currently rent. The letter gives them the opportunity to purchase the property.

Don also reported Northern Trust still has not followed up with the Investment Committee since their meeting with them a month ago. Don will follow up with them tomorrow.

Al Nelson reports the stewardship committee has only received approximately 15 pledges to date, they normally receive 50-60 pledges per year. Parishioners are encouraged to send in their pledges since we are not doing full in person services. The pledges are necessary to develop next years budget.

### **Junior Warden's Report:**

Sandy reports she trying to develop a database of repairs needed, both short and long term, and who has done work for us in the past.

Sandy reports the front step repairs will cost approximately \$9700.00. She still may contact a few more masonry firms.

A landscape design plan is needed for a plan that covers the next 3-5 year.

Sandy would like to do a space inventory. It was suggested she possibly work with Waukegan to College as they stated they were going to perform the same sort of inventory.

Greg reports the Communication Committee has been working on the directory. The Men's Christ Care group did a review and made suggestions for corrections.

**Rector's Report:**

Fr Jean reported pastoral care continues to be a focus issue. Father asks us to keep members in prayer as well as our prayer list requests.

The hiring of a sexton for the church was discussed. We currently have a Community Service Worker that has been very good, and we could possibly hire him for 20 hours a week. He would report to Monica.

**Strategic Planning:**

Greg continued his discussions on strategic planning. Tonight, we completed an on-line survey, the Congregational Vitality Assessment. The assessment was completed as a group. Greg read the vestry the questions and the group, after discussions, responded to the questions. The assessment was completed, and results will be sent by email. The results will be discussed at the next vestry meeting.

The next meeting is scheduled for Monday December 14th at 7:00 p.m. in Memorial Hall. Greg Thompson will continue to discuss our strategic planning and we will approve the budget for 2021.

The meeting was adjourned.

Respectfully submitted,

Cindy Tippet, Clerk of the Vestry