

St. Mark's Episcopal Church
Vestry Meeting Minutes
May 5, 2021

Present: Fr. RJ, John Wise, Sr. Warden; Bruce Hixon, Jr. Warden; Beth Crowl, Linda Deuble, Carol Hayn, Marcia Kiesling, Caroline Willoughby

Not Present: Mandy Pelger, Gene Little

Guests: Charlie Kiesling, Treasurer

The Vestry met virtually via Zoom due to the COVID-19 pandemic.

The meeting was called to order at 5:32pm by Fr. RJ. Linda opened the meeting with a devotion from the book *Jesus Calling*.

John **motioned** to accept the minutes of the April 7, 2021 meeting. Linda seconded the motion, and the motion was unanimously approved.

Finance Committee

- **Quarterly Report 1 Q 21**
 - Charlie presented the 1st Quarter Finance Review in a new one-page format with condensed line items for clarity.
 - We had a good first quarter due to prepaid pledges, a new PPP loan, the first draw from the Trust, and spending under budget.
 - The Finance Committee determined that we would be able to reduce the draws from the Trust from \$5,520 a month to \$4,000 a month for the remainder of 2021.
 - Because of the success of the Capital Campaign, we will raise the Diocesan monthly loan repayment from \$500 to \$1,000 for the rest of 2021.
- **Outdoor Chapel Tree Removal**
 - The large chapel tree that was struck by lightning will be removed on May 15, along with two additional dead trees in the Chapel. Trimming will be done on 5 trees along 48th St. and two large limbs hanging over Yale Ave. The remaining \$441.72 in the Chapel Tree account will be used, with the remainder being charged to outside maintenance.
- **Office Computer Update**
 - The office computer system is badly in need of an upgrade due to degraded performance and current and future needs.
 - Carol made a **motion** to authorize spending up to \$2,500 of Capital Reserve funds to purchase and install a new computer system to replace the present system which is over 8 years old. The cost includes a new Dell computer, updated backup solution, and labor to update and migrate all systems. Marcia seconded the motion and the motion passed unanimously.
- **Diocesan Grant Request**
 - The Vestry agreed by consensus to proceed with submitting a grant request from the Diocese for parish streaming equipment.

Wardens' Reports

- **Senior Warden**
 - John is going to review the TENS Program webinars and may and ask the Vestry to lead and encourage stewardship.
- **Junior Warden**
 - No report.

Rector's Report

- **Weaver School**
 - Fr. RJ spoke with Susie about our current space-sharing arrangement, acknowledging that their enrollment is increasing, and we are unable to give up any more space.
 - Weaver said that having permission to create a door between some classrooms would help them a lot.
 - Weaver would like to find ways for St. Mark's parishioners to become involved with the students and parents. This would benefit both the school and the parish.
- **Vacation**
 - Fr. RJ will be on vacation the week of June 19-26.
- **Vestry Meetings**
 - If the Vestry returns to in-person meetings, the meetings will be held in the family room to allow for appropriate distancing.
 - Fr. RJ will ask the Diocese if we can do a hybrid in-person/virtual Vestry meeting.

Stewardship Team Training

- **TENS (The Episcopal Network for Stewardship) Webinars**
 - Five members of the parish participated in the first live TENS Program webinar. It has been recorded so those who missed it can see it.
 - We will continue to participate in the rest of the webinar program.
 - A committee will be formed to explore what we can implement. Committee membership will not change from year to year, so a long-term commitment from committee members will be needed.


Other Business

- **Flagpole Replacement.**
 - The American Flag flagpole is bent, and needs replaced. John **motioned** to authorize spending up to \$1,500 to replace the flagpole. Bruce seconded the motion, and the motion was approved unanimously.
- **Sanctuary Side Chapel Seating**
 - It has been proposed that we replace the pews in the sanctuary side chapel with chairs to provide seating flexibility for small group meetings.
 - After discussion, it was decided that the sanctuary should not be used for meetings, as it should be available for quiet prayer at any time. Additionally, chairs would present aesthetic issues with the rest of the sanctuary, and they would need monitoring to make sure they maintained an orderly appearance.

The meeting was adjourned at 6:41pm with a **motion** by Bruce and approved unanimously.

The next meeting is Wednesday, June 2, 2021 at 5:30pm. Caroline will provide the Reflection and Prayer for the meeting.

Respectfully submitted,



Karen Violand
Clerk