

St. Mark's Episcopal Church
Vestry Meeting Minutes
April 3, 2024

Present: Fr. RJ, Leslie Redmon, Sr. Warden; Sara Strattan, Jr. Warden; Kent Clark, Joe Hoot, Ken Jaeb, Rick Werren, John Willoughby, Kathy Wise

Not Present: Beth Bletzacker

Guest: Charlie Kiesling, Treasurer

The meeting was called to order at 5:58pm with devotion and prayer provided by Leslie.

Joe **motioned** to accept the minutes of the March 6, 2024, meeting. Leslie seconded the motion, and the motion was unanimously approved.

1st Quarter Financial Report

- Charlie presented the 1st Quarter Financial Recap and noted that there were no major issues.

Wardens' Reports

- **Senior Warden**
 - Leslie reported that Livvy Mull will be painting designs on the back benches in the outdoor chapel this summer.
 - A card was passed around for signatures to congratulate Aiden Lynge on attaining his Eagle Scout Award. His Eagle project was refurbishing our outdoor chapel.
 - The May Lion's Pause will announce a Save the Date for the 70th Anniversary Celebration in 2025.
- **Junior Warden**
 - Sara mentioned that Bob Morrison had sent a nice thank you to Altar Guild for the aisle candelabras on Easter Day, commenting on how festive it looked.

Rector's Report

- We had 4 parishioners received by the Bishop at a regional service on Saturday, March 16, 2024, at St. Paul's Medina.
- Fr. RJ is almost done with his classes. The next step will be a project and dissertation. He is planning a hands-on outreach project that may start in September.

Liaison Reports

- Joe reported that Geoff continues to work with Weaver in finding mutually acceptable ways to accommodate their needs as well as ours.
- The coffeepot in the family room will be cleaned and serviced.
- Rick reminded the Vestry about the need for Hope Outreach volunteers.

Buildings and Grounds

- We have a minor roof leak and are also investigating a drainage issue.
- The water softener repair has been completed.

Old Business

- **Stewardship Committee**
 - The Vestry was again asked to help find people to serve on the Stewardship Committee.

New Business

- **Personnel Matter**
 - Katie has submitted her resignation as Parish Administrator, and her last day will be April 15, 2024.
 - Katie offered to remotely continue to take care of certain tasks during the transition period. She may also be open to being a contractor for specific services on an ongoing basis.
 - Vestry Liaisons were asked to contact their ministry leaders to find out what things they depend on Katie to do for them.
 - After much discussion, the Vestry determined that it would be premature to seek a replacement until more is known about what the duties of the job will be.
 - Katie will be asked to submit a proposal for work she will do during the transition, and another proposal for ongoing work after the transition period. Sara and John will draft agreements.
 - Leslie will keep a master list of tasks performed by the Parish Administrator.
 - A team consisting of Fr. RJ, Leslie, Sara, Charlie, and John was established to assess our administrative needs and recommend short- and long-term actions.

The meeting was adjourned at 7:51pm with a **motion** by Sara, seconded by Rick, and approved unanimously.

The next meeting is scheduled for Wednesday, May 1, 2024, at 6:00pm.

Joe will provide the Reflection and Prayer for the meeting.

Respectfully submitted,

Karen Violand
Clerk