

St. Mark's Episcopal Church
Vestry Meeting Minutes
September 4, 2024

Present: Fr. RJ, Leslie Redmon, Sr. Warden; Beth Bletzacker, Kent Clark, Ken Jaeb, Rick Werren, Kathy Wise, John Willoughby

Not Present: Joe Hoot; Sara Strattan, Jr. Warden

Guest: Charlie Kiesling, Treasurer

The meeting was called to order at 6:00pm. Fr RJ led the Vestry in the Order of Compline.

Ken **motioned** to accept the minutes of the August 7, 2024, meeting. Leslie seconded the motion, and the motion was unanimously approved.

Wardens' Reports

- **Senior Warden**
 - The new Office Manual has been completed.
 - The Picnic is scheduled for September 15 after the Outdoor service.
 - The Progressive Dinner is scheduled for Saturday, September 21.
 - The Blessing of the Animals will be held at 3:00pm on October 6.
 - The 70th Anniversary committee meeting will be held next week. Kent will make T-shirts for the event, and orders will be taken in January. Notices will be put in the Lion's Pause to look for sponsors of the event to defray the approximate \$2,000 cost of the luncheon.
- **Junior Warden**
 - No report.

Rector's Report

- Fr RJ will be meeting with the Sunday School families to discuss outreach.
- Convention Delegates are still needed and must be voted on in the October Vestry meeting.
- Tony Kovacevich will be the Chair of the Outreach Committee. His job will be to establish lay leadership for the outreach ministries and to ensure that equitable amounts of funds are available for the various ministries.

Liaison Reports

- Emily will be meeting with Fr RJ.

Buildings and Grounds

- We have maintenance contracts for HVAC and the roof.
- We have contracted with Weaver's cleaning service to clean various areas of the church weekly, monthly, or semi-monthly.

Old Business

- **Finance Transition Update**
 - Leslie **motioned** to add Kathy Sloan as a signor on the ECW checking account. Beth seconded the motion and the motion was approved.
 - Charlie reported that we get good turnaround time from our new bookkeeping service.
 - A CD matured in August, and we reinvested it in two 7-month CDs at 4.5%.
- **Office Transition**
 - Tasha is doing well in her new job and will get additional skills training from LinkedIn Training.
 - At the end of August, Katie's contract will be adjusted as she will no longer be doing financial and administrative tasks. She will continue to do marketing consulting and publish the Lion's Pause.
- **Ministry Fair**
 - Sara will be contacting ministry leaders about participation in the Ministry Fair.
- **Stewardship Update**
 - The Stewardship Campaign will focus on what the various ministries do with the funds they are given.

New Business

- **Cash Position and Trust Withdrawal**
 - Starting in September, we will stop taking withdrawals from the trust for the rest of the year.
- **Using the Prayer Book**
 - Leslie has heard from parishioners that want to use the Prayer Book more frequently and suggest that the Bulletin not duplicate text that is found in the Prayer Book.
 - The cost of paper and toner to print bulletins is about \$300 per year.
 - Discussion concluded that those who wish to use prayer books are free to use them, bulletin printing is not cost-prohibitive, and bulletins with the full text are helpful for visitors and new parishioners.

The meeting was adjourned at 7:06pm with a **motion** by Beth, seconded by Rick, and approved unanimously.

The next meeting is scheduled for Wednesday, October 2, 2024, at 6:00pm.

Sara will provide the Reflection and Prayer for the meeting.

Respectfully submitted,

Karen Violand
Clerk