

St. Mark's Episcopal Church
Vestry Meeting Minutes
June 5, 2024

Present: Fr. RJ, Leslie Redmon, Sr. Warden; Sara Strattan, Jr. Warden; Beth Bletzacker, Kent Clark, Joe Hoot, Ken Jaeb, John Willoughby (via Zoom), Kathy Wise

Not Present: Rick Werren

Guest: Charlie Kiesling, Treasurer

The meeting was called to order at 6:04pm with devotion and prayer provided by Joe.

Sara **motioned** to accept the minutes of the May 1, 2024, meeting with requested changes. Beth seconded the motion, and the motion was unanimously approved.

Wardens' Reports

- **Senior Warden**
 - Livvy finished painting the bench backs in the outdoor chapel.
- **Junior Warden**
 - No report

Rector's Report

- Bruce will conduct Morning Prayer on July 28 when Fr. RJ is away. The retired priest who was supposed to come and conduct the service unfortunately had to cancel.
- Fr. RJ's project proposal for his doctorate program has been submitted and is waiting for approval. It is an outreach plan for intergenerational participation with Hope Outreach.

Liaison Reports

- No reports

Buildings and Grounds

- Joe cleaned the leaves from the outdoor chapel, as well as the pavilion.
- The rusty metal table in the pavilion was recycled.
- We cancelled Frank's mowing of the high grass in the back, as we are naturalizing the area.
- Altar Guild will be cleaning the sanctuary in the summer.
- Kathy Wise got new wreaths for the sanctuary, and Kathy Sloan planted the flowerpots in the Columbarium that she had painted last year.

Old Business

- **Stewardship Committee**
 - The theme of the Stewardship campaign is Building Generations of Faithfulness.
 - The campaign will run from September 15 to November 3, which is All Saints' Day.
 - Dinners and presentations are scheduled for Wednesday, October 9, and Thursday, October 17.
 - A Ministry Fair is being planned for September 15.
 - The campaign will focus on getting more members in the various ministries, not just on getting more pledges.
 - The Vestry will send thank-you notes for pledges.

- **St. Paul's Meals**
 - We were asked to provide meals 2 times a year to support St. Paul's monthly H.O.T. Lunch program.
 - We determined that we can safely prepare, store, and transport meals to St. Paul's.
 - We can prepare the meals in our church kitchen as both Outreach and Fellowship activities.
 - Funding for the expenses can come from our Outreach budget.
 - John **motioned** to adopt the project as described and allot up to \$1,000 from the Outreach budget for the year. Beth seconded the motion, and the motion was approved unanimously.
- **Finance Transition Update**
 - Charlie presented the subcommittee's search process and bids for outsourcing our bookkeeping to an accounting firm, with a recommendation for SMC Bookkeeping.
 - Joe **motioned** that the Vestry direct the Finance Committee to proceed with contacting and launching SMC Bookkeeping to handle St. Mark's bookkeeping and reporting at a cost not to exceed \$10,000 annually. John seconded the motion and the motion passed unanimously.
- **Social Update**
 - Leslie distributed the Social Calendar for the next 12 months.
 - The 70th Anniversary Luncheon is scheduled for May 18, 2025, and will be catered by Charlie Brown's Catering. We intend to get sponsors so we won't have to charge for the dinner.
- **Office Update**
 - Leslie distributed copies of the job description she developed for Katie's vacant position.
 - We are structuring this as a Temp-to-Hire position for 12-15 hours a week.

New Business

- **Cleaning Service**
 - Weaver dismissed the cleaning service they were using, so we do not currently have a cleaning service for the summer.
 - We will ask for volunteers to do nominal cleaning until Weaver hires a cleaning service for the upcoming school year. We will likely contract with the company Weaver hires.
- **Pavilion Cleanup**
 - As previously noted, Joe cleaned the leaves and yard debris out of the pavilion.

The meeting was adjourned at 7:36pm with a **motion** by Joe, seconded by Beth, and approved unanimously.

The next meeting is scheduled for Wednesday, July 3, 2024, at 6:00pm.

Beth will provide the Reflection and Prayer for the meeting.

Respectfully submitted,

Karen Violand
Clerk