

St. Paul's Vestry Meeting Minutes

Date: Feb 21, 2023

Present: The Rev. Jadon Hartsuff, Joe Lathrop, Barney Rudolph, Christie Swanson (Alternate), Tom Bowman, Jan Osborn, Elaine Themm, Garry Trammell, Melainia Magnusson, Natalie Magnusson, Christopher Lock

Absent: Deanna Leicht, Marco Shehab

Recorder: Dana Burkey, Secretary

Agenda	Discussion	Action/ Responsibilities
Call to order, prayer	Meeting called to order by Father Jadon with prayer, in the Chapel, at 5:02pm	
Review and approve board minutes	<ul style="list-style-type: none"> • Jan 17th Minutes: Brief discussion about a budget line item from last month's meeting. Correction noted. • Jan 22nd Minutes: Correct April Vestry Meeting is April 13th 6pm (2nd Thursday instead of 3rd) 	Minutes approval: AYE. Minutes approval: AYE.
S.W.O.T. Discussion	<p>S.W.O.T. = Strengths, Weaknesses, Opportunities, Threats</p> <ul style="list-style-type: none"> • Vestry members completed SWOT assessment of two areas identified as priorities for St. Paul's. • "Evangelism" and "Mission & Outreach" • Detailed notes available. 	
Finance: Treasurer's Report	<p>Joe Lathrop, Treasurer:</p> <ul style="list-style-type: none"> • Disseminated Profit and Loss Statement, Balance Sheet, Treasurer's Report, and "Endowment and Investment Fund Enabling Resolution" • <u>Banking Resolution</u>: "The Vestry directs and empowers Treasurer Joe Lathrop and/or Controller Marco Shehab to open new bank accounts with County National Bank. Signers for the new accounts will be Joe Lathrop, Marco Shehab, Barney Rudolph, and Jadon Hartsuff. Two signers will continue to be required on all checks except for the Rector's Discretionary Fund, which will only require one signature. Joe brought motion to us. All voted "AYE" • <u>Endowment and Investment Fund Enabling Resolution</u>: Draft delivered by Joe Lathrop. • Put out "Request for Proposal" to change management of Endowment. We are currently paying 1% fee to Comerica. 	<p>ACTION: Review all documents disseminated by Joe Lathrop</p>

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	<p>We have opportunity to save \$\$ by moving management to a different company that would charge us .5%. \$10K annual savings.</p> <p>Stewardship Committee</p> <ul style="list-style-type: none"> We must initiate a Stewardship Committee asap. 	
<p>Rector's Discussion:</p>	<p>Management of Vestry Meetings:</p> <ul style="list-style-type: none"> Discussion of actions to be taken to enhance management of Vestry Meetings: Begin "Opening Prayer" in Chapel. This will help ground us in God's direction. Prioritize Agenda: Pull "New Business" to the front of our meetings. Place "timeframes" around agenda items. 	
<p>Old Business:</p>	<p>Vestry By-Laws:</p> <ul style="list-style-type: none"> Brief discussion regarding areas of By-Laws to be revisited. <p>Plaques in the Nave and Update on Quilts</p> <ul style="list-style-type: none"> The large quilts on the walls within the church were never approved to be mounted. Those items will be removed and returned, by request, to Barb Markowski. The action will be noted in the March epistle. The four large wooden plaques, with names of former parishioners, should be remounted. Possibly mount them in the back wall of the nave. 	<p>ACTION: <i>Complete By-Law Revisions</i></p> <p>ACTION: <i>Remove quilts by end of March. Return to Barb Markowski.</i></p> <p>ACTION: <i>Mount Wooden Plaques in Nave</i></p>
<p>Warden's Reports:</p>	<p>Sr. Warden Report:</p> <ul style="list-style-type: none"> Barney Rudolph: "Vestry Day" - high volume of information. Topic of "web site building" discussed. "Who are we?" "When are our services?" Barney and Rhonda will take the lead on updating our web page. Sending "Thank You Notes" to those who have committed to donations. <p>Madam Junior Warden Report:</p> <ul style="list-style-type: none"> Elaine Themm: "Safe Church" – yearly requirement. Look for an email by March 1st, outlining a plan in place to complete this training. Can be done face-to-face or at home online. Easy process in order to begin online training. If you complete it online, please provide proof to Elaine. <p>Training will be offered external to the Vestry as well.</p>	<p>ACTION: <i>Begin Updating Web Page.</i></p> <p>ACTION: <i>Vestry Members to begin training ASAP</i></p>
<p>Adjournment:</p>	<p>No further business. Meeting adjourned with prayer at 7:22 pm.</p> <p><i>Minutes taken by Dana Burkey, Vestry Secretary reviewed by Fr. Jadon, Interim Rector.</i></p>	

