

St. Paul's Episcopal Church

Minutes Of the Vestry Meeting August 15, 2018

A meeting of the Vestry of St. Paul's Episcopal Church was held on Wednesday, August 15, 2018, in the upstairs meeting room of the Church. The following individuals were present:

Members:

The Very Rev. A. Patrick Funston, Rector
Joseph Barbercheck, Treasurer (Appointed New Member this meeting)
Tom Snyder, Junior Warden
Michael Donnelly
Ann Pearce
Candie White
Katie Dempsey
Marian Fuller
Yvonne Amanor-Boadu (Appointed New Member this meeting)
Rebecca Burton, Clerk

Absent: David Littrell, Senior Warden and Mary Sier. The meeting was called to order at 7:00 p.m. by Father Patrick with a Gathering Prayer.

The meeting began with a formation component. Father Patrick shared the Lectio Divina bible study for the Feast of Mary the Virgin, Mother of our Lord from Luke 1.46-55.

The minutes from the July meeting were passed out. In the following discussion, Candie White inquired about the church policies and procedures and proposed a complete review of it. Father Patrick referenced that all policies were shared with the congregation at the January 2018 annual meeting. Discussion led to recommendation that a committee be set up to go through the Church's by-laws and policies. Fr. Patrick shared that by-law changes would require approvals from the Council of Trustees, which in turn would have to be shared with the congregation and then voted on by the Annual Meeting in January. Fr. Patrick will present the Vestry with the by-laws and policies at the September Vestry meeting. He recommended that October or November would be the appropriate time to present it to the Council of Trustees. Candie and Ann Pearce volunteered to be on the committee. Father suggested that a lawyer would be another good candidate. Michael Donnelly also commented about the deficit operations and pointed out that repeated endowment withdrawals would create issues. Lastly, the Vestry vacancies were addressed and a review of the policies regarding it will also be reviewed. Tom Snyder then moved to accept the minutes which was seconded by Candie. This was unanimously voted on and the amended minutes were approved.

Father Patrick then reported on the plans for the Diocesan Convention and Walkabout in October.

Next, Father shared the Senior Warden's report in place of David Littrell. He informed the Vestry of the progress of the different on-going issues in the Encore Shop.

1. The A/C issues had been resolved by adjusting the beginning time for the unit to come on. This was done to accommodate the comfort level of the Encore Shop personnel, since some of them arrived a couple of hours prior to the Shop's opening to prepare it for business each day.
2. The Encore Shop trash issue was also resolved by canceling the George Mallon Trash service and limiting it to Howie's which is a shared service with the Church. It is further understood that the bill for this service is paid for by the Encore Shop.
3. Excessive light filtering in through the new door in the Encore Shop. Candie who works there felt it was a matter of opinion and shared that multiple customers had complimented the aesthetics of the door. Father pointed out the door was chosen to match the character of the building and that it was possibly a matter of personal preference based on how much visibility the window on the new door provided.
4. The personnel who work in the Encore Shop have to traditionally be a member of the congregation. Candie acknowledged the importance of this because of the atypical way of handling and recording the Shop's income. After some additional discussion, it was decided to table the issue until the next meeting.

Junior Warden's Report

1. Tom Snyder informed the Vestry that the Nave's lights were left on unnecessarily and wondered if it was the result of the program being adjusted unknowingly on Sunday. He warned that this could become an expensive issue which would require the services of Redi Systems to reprogram it.
2. The Algae issue had been resolved in the fountain in the front of the church.
3. There is a mole issue. He shared that he has used traps unsuccessfully. He will be spraying the yard with a castor oil mixture. The lawn also needs to be verti-cut and reseeded in September, as a result of the mole issue. He will check with Prairie Stone for the cost of this service. He believes this cost should be covered under maintenance and repair. He asked for further recommendations from the Vestry.
4. The bat issue has been resolved.
5. The carpet in the Common area was cleaned by David Littrell, Tom and Teresa Snyder.
6. The church sign is ready to be set up. Economy Electric will do the wiring.

Father Patrick then had everyone view the upcoming calendar which is as follows:

1. Combined Baptism Service, Millicent Barbercheck - August 19, at 9:45 a.m.

2. Canterbury House First Program Night - August 20, at 6:30 p.m.
3. Brown bag movie, "For the Bible Tells Me So" - August 26, at 4:30 p.m.
4. Labor Day - September 3, the Office will be closed.
5. Father Patrick & Deacons will be attending Gathering of the Clergy from September 4-6
6. Choir First Sunday Back - September 9.
7. Brown bag movie, "Voices of Witness" - September 9, at 4:30 p.m.
8. Start of Education for Ministry- September 9, at 6:00 p.m.
9. Elder Eucharist at Homestead - September 11, at 11:00 a.m.
10. September Vestry meeting - September 12, at 7:00 p.m.
11. NW Convocation meeting in Topeka - September 15 at 1:00 p.m.
12. Father Patrick at Council of Trustees in, Topeka - September 19
13. Eucharist at Via Christi - September 25, at 11:00 a.m.
14. Bishop Candidate Walkabout - October 2-5
15. St. Paul will be hosting the clergy luncheon on October 5.
16. NW Convocation Q&A with Bishop Candidates on October 5, at Grace Cathedral at 7:00 p.m.

Father Patrick then moved the discussion to follow up on July's conversation of filling vestry vacancies. Joe Barbercheck and Yvonne Amanor-Boadu agreed to stand in as interim vestry members until the next elections in January. Ann Pearce moved to appoint and Candie White seconded it. All voted unanimously.

Next, Father shared that a new candidate, the Reverend Cathleen Chittenden Bascom was added by petition to the final slate of candidates for the 10th Bishop of the Diocese of Kansas. He also explained the process of electing the Bishop and that this was the first time in the Episcopal Church's history that all candidates for a diocesan bishop were women. He encouraged conversation about the Bishop election within the congregation.

Father Patrick invited Yvonne Amanor-Boadu, co-chair of the Welcoming Steering Committee to report on its next steps. Yvonne has served in many functions i.e. she conducted a class on diversity as an education opportunity for the congregation and has helped with the Brown bag movie series. Up next, the Committee will work on drafting a welcoming statement for the church and will work with Father Patrick on a survey about St. Paul's culture of welcome. The survey results and feedback will be presented at the December Vestry meeting at the latest. Candie queried about the church's efforts to recruit diversity in the community and about outreach evangelism. Father Patrick thanked Yvonne for her service and reminded the vestry that Yvonne has begun her studies ahead of ordination to the diaconate.

Finance Committee Process Report

Father Patrick invited Joe Barbercheck to report on the newly created finance committee. The members are Mary Bosch, Larry Nelson, Father Patrick, Joseph Barbercheck and Pat Pesci. Their

role will include being a resource to the Vestry and bringing recommendations and consensus about financial issues while stream-lining them. This will include looking at Endowments which include Morgan Stanley Investments; how the current investments are performing; what stocks are in the mutual funds; and whether St. Paul's wants to look into Diocesan guidelines about its investment mix. Ann Pearce wondered if the investments needed to be brought to the attention of the trustees rather than the trustees taking the initiative to invest on behalf of the church. Joe Barbercheck shared the breakdown of the investments at The Trust Company of Manhattan, which are invested in their "Balanced Growth" mix:

Equity - 42-62%,

Fixed Income - 21-47%,

Real Assets - 6-18% and

Money Markets - 1-12%

He also inquired if the vestry would like additional information about the investments to the potential end of developing an ethical screening process. Comments were shared about the wisdom of knowing where the church's money is being invested. Fr. Patrick reminded the vestry that conversations about the investments are important, but that the main energy of the Finance Committee needed to be on the overall financial health of the congregation, especially normal income and expenses.

Stewardship & Capital Campaign Financial Report

David Littrell sent out a letter to parishioners to encourage stewardship based on pledged donations thus far. The annual giving campaign (stewardship) will begin in September.

Father Patrick pointed out that October will be eighteen months into the three-year payment window of the capital campaign. This week, the co-chairs sent letters and giving statements to all pledgers who had balances at the beginning of 2018.

The status of the update to the Common Room was addressed. Candie White was concerned that with existing issues like payroll deficit and kitchen updates should be addressed before improvements were made to the Common Room. Father Patrick explained monies allotted by the Capital Campaign should be used for only those purposes and that any proposed major changes to the initial plans would be shared in a parish meeting.

The meeting closed with Father informing the Vestry that \$3,328.79 had been expended towards the Annual Audit so far and the final report has not yet arrived; contracted audit cost was \$7,000 because one hadn't been done for several years. He anticipates the next year's audit will cost \$5,000 as budgeted.

The meeting came to a close at 9:00 p.m. The next vestry meeting is scheduled for September 12th.

Respectfully submitted by:

Rebecca Burton, Clerk