

St. Luke's Episcopal Church, Sister Bay
Vestry Meeting
Nov. 12, 2023
MINUTES

The meeting convened at 11:30 p.m. Attendees: Brit Frazier, Betsy Rogers, George Hughes, Paul Neuman, Lori Holton, Trudy Jischke, Pete Thelen and Susan Hoffert. Norma Bramsen attended via Zoom.

Absent: Carol and Dick Heil, Karen Malzahn.

Ralph and Kathy Blankenburg, Ray and Carol Ann Osinski and Ross Holton observed.

Opening prayer

As Carol was absent, Susan read her prayer.

Procedural

The November agenda and September minutes were approved.

Calendar items—Brit will be attending a conference in New York next weekend, sponsored by The Living Church Magazine. She will be leading a workshop on extemporaneous preaching. Mother Diane Murray will lead services on Sunday.

St. Luke's and Holy Nativity Church in Jacksonport will hold a joint Lessons and Carols service this season. We will need four readers from St. Luke's.

We will have a violinist for the 4 p.m. Christmas Eve service and possibly a flutist. Brit is also trying to secure a musician for the 8 p.m. service. A reception is planned for after the earlier service. Parishioners will be invited to bring finger food.

Rector's report—Brit is encouraged by the stewardship efforts. While the data is not recent a number of pledges have come in (the envelopes are unopened as the treasurers are presently unavailable) and we have already raised \$123,000 from 36 counted pledges. Several families have inquired about pledging and substantive group of current pledgers increased their pledges. She also pointed out that pledges are also about time and talent. Her goal is to build a capacity for ministry within the congregation. As we expand our evangelical efforts we will attract more people to St. Luke's.

Betsy agreed she too is positive regarding stewardship and feels the response has been great, putting St. Luke's in a strong position going forward.

Brit suggested a program for Advent that includes an education hour on four Sundays at 9 a.m. to study and discuss the text of Julian of Norwich's *Revelations of Divine Love*. Wednesday's Eucharists will include a candlelit service. And she is planning on a

retreat on the Antiphons, best known in their paraphrased form—O Come, O Come Emmanuel—Dec. 9 from 9 to 11:30 a.m. at St. Luke's on the music of Advent.

Junior warden's report— George reported the gardens are put to sleep for the winter. He has been asked to decrease the number of hours for the cleaning staff. He developed a new schedule which was given to Ross. Ross asked the Vestry to consider waiting until after the pledges are all in before enforcing the new schedule. It was agreed to wait until after the 2024 budget is created.

George requested permission to buy a new outdoor sign insert that includes the 5:30 p.m. service permanently.

Senior warden's report—The *Pulse* ad has been updated to notify the correct times of services. Betsy added she would like to redesign the ad in the near future. Discussion was held on how to increase participation in server ministries. Education on each task should help. Betsy suggested emails to regular volunteers when help is needed. Carol Ann cautioned we should either use Mail Chimp or be sure to BCC all email recipients.

We will need to change our bylaws at the Annual Meeting as we currently do not allow spouses to serve on the Vestry at the same time. This will allow Lori to continue on the Vestry when Ross becomes Junior Warden. Additionally it came to our attention that such a bylaw is not legal per the Episcopalian canon.

Treasurer's report—Norma announced a bookkeeper has been hired and will officially start in January although Juliana is currently training her. The Vestry agreed to give Juliana a card and a nice gift in recognition of her service.

We are moving forward with online giving which is now available on our Website.

The revised Directory is out.

Other Reports:

Outreach—We raised \$663.50 from our concert and the coffee hour donation jar for the Door of Life pantry. There will be a sock drive during Advent. The donations will be given to a group in Milwaukee. Additionally we will hold another reverse Advent, asking for food donations for the Door of Life. And, finally we have found a family of eight, through Door of Life, in need of help for the holidays. A tree will be set up in the Canterbury Room to hold the wish list tags for three boys, three girls and their parents.

Pete announced that there will be a *Pulse* article and photo about the collaboration on the pantry by St. Luke's and Door of Life.

Columbarium— Lori is working with George on developing procedures for the columbarium. The landscaping and redesign is a separate matter. Meetings on the latter will begin in January. She has spoken with staff at the Church of the Atonement on their columbarium and asked about vandalism. While there have been no incidents, an ongoing problem are dog walkers who don't clean up after their animals. Lori stressed that this is sacred ground so we need to deter those who would use it casually. One thought is to create a separate playground for children.

Lori found a folder of paperwork on the sale to St. Luke's containing the original landscape design. She needs a copy which needs to be digitalized for the records, as does all the contents of the folder. Betsy asked if we are ready to develop a brochure to help with fundraising but was told to wait until January or February as we need more information on procedures and plans.

Canterbury Room schedule—Ralph asked about the request for proof of insurance from outside groups for use of the room. All users have one currently on file although these will need to be updated annually.

He is concerned with the use of the AV equipment by untrained users. He is putting together a policy on how to use the room. Discussion was held on whether to ask for a deposit by anyone who wants to use the microphone and/or other technology. It was agreed not to advertise that any of it is available.

Old business— none.

New business—Ray asked about elections at the annual meeting. It was agreed to run an article for the Enews about Vestry openings. Betsy suggested including delegates for the annual convention. Outgoing Vestry members are Betsy, George, Paul and Susan.

Brit offered a closing prayer and the meeting was adjourned at 2:15 p.m. The next meeting will be held Sunday, Dec. 17, after the 10 am service. Susan will offer the opening prayer.

Respectfully submitted,

Susan Hoffert
Vestry Clerk