

**Episcopal Church of the Advent
Vestry Meeting Minutes - September 15 ,2024**

Fr. A. Leonard opened the meeting with prayer at 12:02 pm

Attendance:

Present: A. Gloria, M. Francis, D. Hammond, R. Hudson, P. Kelly, Fr. A. Leonard, L. Morier, J. Morrison, L. Price, J. Rutenberg, N. Smith-Wong, Charlene Snyder (Intern). Absent: S. Werth, Sherrie Maahs (Treasurer).

Minutes:

Motion to approve the minutes of August 18, 2024 made by A. Gloria and seconded by P. Kelly. Motion approved by the Vestry.

Treasurer's Report:

Fr. A. Leonard reviewed the Treasurer's Report for August 2024, highlighting income and expenses. There is a year to date deficit of \$11,092.97 which may be made up by pledge income which has usually increased after the summer. Motion to approve the Treasurer's Report pending audit made by J. Rutenberg and seconded by L. Morier. Motion approved by the Vestry.

Rector's Report:

Fr. A. Leonard reviewed coverage for his upcoming two week vacation.

Senior Warden's Report:

L. Price mentioned the large amount of work done by Treasurer Sherrie Maahs to upgrade the financial computer software to Church Windows despite the recent passing of her mother. R. Hudson made a motion to draft a resolution of thanks from the Vestry to include a note to her. This was seconded by N. Smith-Wong. Motion approved by the Vestry.

Junior Warden's Report:

N. Smith-Wong updated the Vestry regarding online pledging and a future review of the line of credit and investments.

Old Business:

1. L. Price mentioned that the summer pancake breakfasts made about \$2000 and he thanked D. Hammond for being the pancake chef, Peter Van Syckle for organizing the breakfasts, and Carol Obligado for her help with advertising.
2. Fr. A. Leonard discussed a certificate of congregational support for Greg Schell who is seeking to enter training for the ministry. Motion made by D. Hammond to have the Vestry approve such certification and this was seconded by P. Kelly. Motion approved by the Vestry.
3. Fr. A. Leonard mentioned an Authors Night to be held in January 2025 as a fundraiser. Some local authors will be involved.
4. Fr. A. Leonard indicated that our Audit Committee (J. Wadleigh, S. Griffith, J. Morrison) reviewed Advent's books for 2023 and found no irregularities. Motion was made to accept

the audit by D. Hammond and seconded by N. Smith-Wong. Motion approved by the Vestry.

5. The Audit Committee made several recommendations including: A) Providing an explanation and summary of various accounts to the congregation and Vestry to include the purpose of each account and any restrictions, B) Updating the Church property inventory, C) Enhancing procedures to track electronic transfers. Motion to accept and implement the recommendations made by P. Kelly and seconded by N. Smith-Wong. Motion approved by the Vestry.

New Business:

1. L. Price indicated that the annual Stewardship Campaign is beginning with the theme, Grace of God. Pledge cards will be sent to all parishioners in late October or November and will be modified and updated to fit this year's pledging. Letters will be sent to the congregation from the Stewardship Chairperson, from the Rector, and from the Vestry. The Vestry letter was drafted by L. Price. In addition, Chairpersons of the various committees will be scheduled to speak briefly at Sunday services regarding their functions. A question and answer sheet regarding typical pledge questions will be sent to the congregation with the Pledge Cards. Finally, some church members will draft short paragraphs citing why they donate to Advent. These will be sent to the congregation by email and will also appear in the Anchor. Names of donors will not be published this year. A motion was made by R. Hudson and seconded by P. Kelly to accept the Vestry letter from L. Price. Approved by the Vestry.
2. Fr. A. Leonard summarized the Fall programs to resume at the end of September including Sunday School, Episcopal Church 101, and Bible Study.
3. There will be a Youth Sunday during the 10:30 service on the 4th Sunday of Advent (December 22).
4. The Marks of Mission Giving to the Diocese this year will be \$31,553. Motion to approve this amount made by J. Rutenberg and seconded by R. Hudson. Approved by the Vestry.
5. Fr. A. Leonard indicated that the Canon to the Ordinary has approved an extension of service for Charlene Snyder through Christmas.

Other Committee Reports:

None

Next Vestry Meeting: October 20, 2024

Adjournment:

Considering the completion of items on the agenda, a motion for adjournment was made by D. Hammond and seconded by N. Smith-Wong. Motion approved by the Vestry.

Respectfully submitted,

Joel Rutenberg
Clerk of the Vestry