

**Episcopal Church of the Advent
Vestry Meeting Minutes - February 16, 2025**

Fr. A. Leonard opened the meeting with prayer at 12:05 pm.

Attendance:

Present were Tom Crane, Anna DeForest, Angela Gloria, Dave Hammond, Richard Hudson, Pam Kelly, Fr. Alan Leonard, Larry Morier, Joanne Morrison, Karann Murphy, Joel Rutenberg, and Noel Smith Wong. Also present were Rev. Deacon Charlene Snyder and Treasurer Sherrie Maahs,

Approval of Minutes:

Motion to approve the minutes of December 15, 2024 and January 19, 2025 was made by Dave Hammond and seconded by Larry Morier. Motion approved by the Vestry.

Treasurer's Report:

Sherrie Maahs presented the report for January 2025 and noted that income for the month exceeded expenses, although it was noted that donations and pledges are usually higher in January. Motion made by Joel Rutenberg and seconded by Angela Gloria to approve the January report pending audit. Approved by the Vestry. Sherrie also presented the January figures for the Consolidated Fund and General Ledger. Motion to approve these reports pending audit made by Pam Kelly and seconded by Dave Hammond. Motion approved by the Vestry.

Rector's Report:

Fr. Alan Leonard noted that the Vestry Retreat for church visioning will be held March 1, 2025 at St. Barnabas Church in Villas, New Jersey from 9 am to 4 pm. This will be run by the Rev. Canon Caroline Carson. He also noted that the Coffee and Conversation meeting went well, that Sunday School has been well attended, and that the ordination of Rev. Deacon Charlene Snyder was well supported by our parishioners. Charlene Snyder then thanked the Vestry for their support with the process.

Senior Warden's Report:

Noel Smith Wong noted that a video and ledger inventory of church property is being conducted. This will be stored physically in the church as well as electronically for retrieval should the church be damaged. She also noted that the Box #261 should always be used when sending mail to the church. Finally, she plans to meet with an Ameriprise representative with the Finance Committee to fully develop a church investment policy.

Junior Warden's Report:

Richard Hudson noted that Wednesday Lenten Soup Suppers will be resuming soon. He also noted that MAC funds have not yet been received for the hospitality nights hosted by the church. Finally he noted that the Finance Committee is discussing the funding of the church painting project.

Old Business:

1. Fr. Alan Leonard noted that there will be no new intern at our church since the scheduled candidate withdrew from the ordination process for family reasons.
2. He again referenced the Vestry Retreat mentioned above and noted that Rev. Deacon Charlene Snyder will provide bagels and accessories in the morning. Noel Smith Wong will provide a pizza lunch.

New Business:

1. Vestry Liaisons for Advent Parish Committees were chosen as follows:
ECM - Dave Hammond, ECW - Pam Kelly, Outreach - Karann Murphy, Property - Richard Hudson, Finance - Noel Smith Wong, Stewardship - Joel Rutenberg, Pastoral Care - Fr. Alan Leonard, Education - Joel Rutenberg, Evangelism - Joanne Morrison, Alter Guild - Angela Gloria, Security - Larry Morier, Scholarship - Larry Morier, Ad Hoc Hospitality - Anna DeForest, Worship - Fr. Alan Leonard. A more comprehensive list will be forwarded to Vestry members by email soon.
2. Fr. Alan Leonard noted that the freezer in the kitchen stopped working after years of service. Property Committee Chairperson, Peter Van Syckle, reviewed options to repair or replace the unit and secured cost estimates which were sent to all Vestry members. His recommendation was the purchase of an Atosa unit from Kelly Products for \$2668.17 which includes removal of the old unit. Motion was made by Dave Hammond to purchase this unit and seconded by Joel Rutenberg. Motion approved by the Vestry. The money will come from the Replacement Fund, although specific donations from parishioners are welcomed.
3. Fr. Alan Leonard indicated that the Rev. Deacon Charlene Snyder needs to be added to the Rector's Discretionary Fund, Sturdy Saving Bank Account Number 980 059255 3 and that John Lukens needs to be removed from that account since he has moved from the area and is no longer active at Church of the Advent. Motion to add Charlene Snyder to this account and remove John Lukens from this account made by Pam Kelly and seconded by Noel Smith Wong. Motion approved by the Vestry.

Other Committee Reports:

None

Next Vestry Meeting: March 16, 2025**Adjournment:**

A motion to adjourn was made by Larry Morier and seconded by Joel Rutenberg. Approved by the Vestry.

Respectfully Submitted,

**Joel Rutenberg
Clerk of the Vestry**