

Episcopal Church of the Advent  
Vestry Meeting Minutes - October 19, 2025

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

Attendance:

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

Approval of Minutes:

A motion was made by Noel Smith Wong to approve the Vestry Minutes of September 21, 2025 and this was seconded by Dave Hammond, Motion approved by the Vestry.

Treasurer's report:

Sherrie Maahs reviewed the Vestry Treasurer Report for September 2025. She noted a new expense for replacement AED batteries. Motion was made by Pam Kelly to approve the report and this was seconded by Richard Hudson. Approved by the Vestry.

Rector's Report:

Fr. Alan Leonard noted that Bishop Sally French will visit our church on 2/15/2026 and would be available for baptism and confirmation ceremonies.

Senior Warden's Report:

Noel Smith Wong is working on a narrative budget format with the Finance Committee. She also noted minor changes to our website to allow posting of committee minutes.

Junior Warden's Report:

Richard Hudson noted that the recent Yard Sale event made in excess of \$2000. He suggested holding this event every three years as potential donations accumulate.

Old Business:

1. The Audit Committee is to be scheduled soon with Fr. Alan,
2. There will be a mandatory training session for all participants in Sunday services including ushers, lectors, intercessors, and acolytes on Saturday, October 25 at 10 am.
3. There will be a joint Trunk or Treat event with St Barnabas Church in their parking lot on October 25 between 4 and 6 pm.
4. There will be a memorial event for those in the columbarium at 9 am Sunday November 2 (All Souls Day). Invitations have been sent to family members and names of the departed will be read.
5. Joel Rutenberg updated the Vestry regarding the Stewardship Campaign. So far the church has received 17 early pledges. There will be a mass mailing of pledge "cards" with a cover letter on November 10 to all parishioners who have not yet submitted a pledge. The deadline for return of the pledges is November 30, 2025. Hand written thank you notes will be sent to all donors. Personal calls will be made to individuals who have not pledged this year after

the pledge deadline. Stewardship volunteer speakers will address our congregation at both services on 10/25, November 2, and November 9. They are Pam Kelly, Dave Hammond, Larry Morier, Sharon Werth, and Angela Gloria.

New Business:

1. There will be an Atlantic Convocation meeting on November 13 at 7 pm at St Mark and All Saints Church in Galloway NJ. One lay person and one cleric will be elected to the Board of Missions, which oversees the many mission churches in the diocese.
2. The Diocesan Convention will be held at Christ Church in Toms River on November 21-22. Zoom will be available for those who can not attend in person.
3. Fr. Alan mentioned that the Rectory Fund may be used for the Rector's Housing Allowance up to \$30,000 per year with input from the Finance Committee and Vestry. A resolution was made that \$30,000 from the Rectory Fund be used for the Rector's Housing Allowance in 2025. Furthermore, \$30,000 from the Rectory Fund is to be used for the Rector's Housing Allowance in 2026. A friendly amendment was made by Anna DeForest that **up to** \$30,000 is to be used for the Housing Allowance in 2026.. A motion to approve the resolution was made by Pam Kelly and seconded by Joanne Morrison. Motion approved by the Vestry.

Additional Committee Reports: None

There being no additional topics for discussion, a motion for adjournment was made by Noel Smith Wong and seconded by Dave Hammond. Approved by the Vestry.

Respectfully submitted,

Joel Rutenberg  
Clerk of the Vestry