

**Episcopal Church of the Advent
Vestry Meeting Minutes - July 21, 2024**

The meeting was opened with prayer by Fr. A. Leonard at 12:02 pm.

Attendance:

Present: M. Frances, A. Gloria, D. Hammond, P. Kelly, Fr. A. Leonard, L. Morier, J. Morrison, L. Price, J. Rutenberg, N. Smith-Wong, S. Werth. Absent: R. Hudson

Minutes:

Motion to approve the Vestry Minutes of June 16, 2024 made by D. Hammond and seconded by L. Price. Motion approved by the Vestry.

Treasurer's Report:

No report today since Church Windows is still being reconciled with the prior Quick Books program according to Fr. A. Leonard. Multiple checking accounts have been consolidated.

Rector's Report:

Fr. A. Leonard indicated that he will receive an award on behalf of Church of the Advent at the Overdose Awareness Day program on August 27 at Christ Gospel Chapel in Whitesboro, NJ. He has also been appointed as Chaplain to the Cape May Fire Department. Finally, he is to record a meditation at the Washington National Cathedral on July 25 in honor of the 234th birthday of the United States Coast Guard.

Senior Warden's Report:

L. Price welcomed back Fr. A. Leonard who has returned from his sabbatical. He also thanked all volunteers who helped at the recent pancake breakfast in the Parish Hall.

Junior Warden's Report:

N. Smith-Wong developed a Spending Authorization Form to track the spending process with vendors engaged by Church of the Advent. She also indicated that details are being completed for the Church Investment Policy.

Old Business:

1. Fr. A. Leonard indicated that there have been 46 responses to the Parish Visioning Survey which will be discussed with the Wardens to develop a survey-based action plan for the Church. A summary of the responses was compiled by L. Price and was previously distributed to the Vestry. Results will also eventually be summarized for distribution to the congregation.
2. A nearby lightning strike damaged components of the live streaming equipment and organ. These defects are being repaired and will likely be mostly covered by insurance, although there is a \$1000 deductible.
3. The next summer pancake breakfast sponsored by the ECM will be held on August 17 in the Parish Hall.

New Business:

1. Charlene Snyder, a postulant to the diaconate, is scheduled to serve as an intern at Church of the Advent from 7/21/2024 to 12/1/2024. A Letter of Agreement between the DNJ School for Ministry, the postulant, the clergy supervisor, and the parish confirming the parameters of the internship was presented to the Vestry. A motion to approve the agreement for the internship was made by N. Smith-Wong and seconded by J. Rutenberg. The motion was approved by the Vestry.
2. An Audit Committee comprised of a Vestry member, a Finance Committee member, and a member of the congregation is being formed to review Church of the Advent finances for the previous year. J. Morrison volunteered to serve as the Vestry member.
3. Deterioration of caulking with a leak has occurred near the front stained glass window. Prompt repair and painting by Red Apple Painting has been suggested by the Property Committee. Motion to approve the work made by D. Hammond and seconded by L. Morier. Motion approved by the Vestry.
4. Trimming of tree branches and a hedge encroaching upon a neighbor's property is being addressed.

Additional Committee Reports and Other Topics;

1. A scholarship for music lessons was awarded to a student who has participated in Choir Camp.
2. L. Morier and J. Morrison discussed advertising the Church on Facebook targeting surrounding regions such as N. Cape May and the Wildwoods. Use of a designated Church photographer was also mentioned for Facebook posts.

Next Vestry Meeting: August 18, 2024

Adjournment:

Considering the completion of discussion topics on the agenda, a motion for adjournment was made by J. Rutenberg and seconded by A. Gloria. Motion approved by the Vestry

Respectfully submitted,

**Joel Rutenberg
Clerk of the Vestry**