

Episcopal Church of the Advent
Vestry Meeting Minutes
September 17, 2023

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

Attendance:

Vestry Members present were M. Francis, F. Garcia, A. Gloria, D. Hammond, C. Hoffman, R. Hudson, Rev. A. Leonard, L. Price, J. Rutenberg, B. Smith, S. Werth, and N. Smith Wong. A. Cioffi Brown was present as Treasurer.

Minutes:

Motion to approve the Vestry Minutes of August 20, 2023 made by B. Smith and seconded by D. Hammond. Motion approved by the Vestry.

Treasurer's Report:

A. Cioffi Brown reviewed features of the August 2023 Profit and Loss Budget Performance Sheet. She noted that August pledges were close to the budgeted amount. She also reviewed the Endowment Account, the Sturdy Bank Line of Credit, and the Diocesan Loan repayments. Note was made of the three upcoming fund raisers scheduled for the remainder of the year. Motion to approve the treasurer's report made by J. Rutenberg and seconded by F. Garcia. Motion approved by the Vestry.

Rector's Report:

Fr. A. Leonard noted the resumption of the Bible Study Group and the formation of a monthly book discussion group lead by S. Wilson to explore contemporary issues in Christianity.

Senior Warden's Report:

B. Smith thanked L. Price for guiding the property upgrades and mentioned ongoing security improvements that are being reviewed by F. Garcia. She also raised the possibility of holding a special Vestry meeting to review in detail current financial liabilities. It was also suggested that an open meeting with church members be scheduled to discuss church finances in conjunction with the upcoming Stewardship Campaign.

Junior Warden's Report:

L. Price discussed current and recent property initiatives including step lighting, walkway upgrades, signage, landscaping, roof inspection for a leak, staining outdoor wooden steps, a successful fire inspection, and future security measures.

Old Business:

1. R. Hudson discussed the Yard Sale to be held on October 7 in the parking lot. Final details will be discussed at the next planning meeting on October 25.
2. Fr. A. Leonard mentioned that donations are being received for the Art Show to be held November 4.
3. The Christmas Bazaar will be held December 2.
4. Fr. Leonard updated the Vestry regarding the Sandy Thompson ban from Church of the Advent.

5. Fr. Leonard discussed the Stewardship Campaign which will begin with letters from the Stewardship Chairperson, the Senior Warden, and himself. Brief stewardship appeals will also be made during both Sunday services over the next month.
6. Fr. Leonard mentioned a possible candidate for Treasurer.
7. He also said that a new Sexton, Richard Bond, would start duties next month pending the formal background check. Motion to approve his hiring pending the background evaluation made by J. Rutenberg and seconded by N. Smith Wong. Approved by the Vestry.
8. F. Garcia gave an update from the Security Committee and discussed possible grants for security technology including updating security cameras, card entry at doors, 2 way radios, cybersecurity measures, and panic button proposals. Establishment of an emergency action plan using an updated template was also discussed.

New Business:

1. Fr. A. Leonard mentioned the retirement of C. Obligado as music director 12/31/23. A replacement is being sought.
2. Vestry members named three couples to be recognized with the Church of the Advent Service Award at the Annual Meeting. Motion to approve the honorees made by F. Garcia and seconded by C. Hoffman. Approved by the Vestry.

Other Committee Reports:

None

Next Vestry Meeting: October 15, 2023

Motion to Adjourn:

Made by F. Garcia and seconded by N. Smith Wong. Approved by the Vestry

Respectfully submitted,

Joel Rutenberg, Vestry Clerk