

**Episcopal Church of the Advent
Vestry Meeting Minutes - June 16, 2024**

The meeting was opened with prayer by R. Hudson at 12 Noon.

Attendance:

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

Minutes:

Motion to approve the Vestry minutes of May 19, 2024 made by D. Hammond and seconded by P. Kelly. Motion approved by the Vestry.

Tresurer's Report:

Sherrie Maahs reviewed the financial numbers for May 2024 and reported that there remains a slight positive balance for May, just under \$3000. She also mentioned the desire to simplify accounting for the various Church funds. Finally, she indicated that Sunday counters should copy all checks received, not just loose plate checks. Motion to approve the current report pending audit and review of updated numbers for June at the July Vestry meeting made by L. Price and seconded by N. Smith-Wong. Approved by the Vestry.

Rector's Report:

No report due to Fr. A. Leonard's sabbatical.

Senior Warden's Report:

Fr. A. Leonard is to return June 19 from sabbatical. L. Price indicated that the Church functioned well with supply priests.

Junior Warden's Report:

N. Smith-Wong deferred to Committee Reports.

Old Business:

1. Visioning Survey - L. Price indicated that 31 surveys were returned, but there were several more to be reviewed. The deadline for returning the forms will be July 1. He indicated that most surveys were positive about Advent. There was little interest in changing service times. There was a mix of opinions regarding music desired during the services. There seemed to be a desire to present a welcoming and nonjudgmental front for the services and activities.
2. Attendance was urged for the upcoming farewell reception for the Wilson's and the Garcia's.
3. P. Kelly demonstrated the Welcome Sign to be placed in a window at the church entrance.

New Business:

1. There will be a need to update the live streaming equipment in the church to make it more reliable and user friendly.. There were 2732 live streaming views of the 10:30 service on YouTube in the last year.

2. ECM with help from ECW will hold monthly Pancake Breakfasts over the summer and into the Fall.

Committee Reports and Additional Topics:

1. Security Committee - R. Hudson mentioned that walkie-talkies for communication between the Church and the Parish Hall have arrived. J. Rutenberg demonstrated use of the LifeVac received recently for placement in the Parish Hall near the defibrillator, but he was concerned whether there was an institutional version of the equipment since the current equipment is marketed for use at home. He will investigate this. Motion made for further investigation of the device by R. Hudson and seconded by D. Hammond. Approved by the Vestry.
2. N. Smith-Wong mentioned that a brief investment policy overview form was drafted and will be reviewed by the Finance Committee and Fr. A. Leonard when he returns from sabbatical before it is presented to the Vestry.
3. Property Committee - N. Smith-Wong reviewed recent repairs and upgrades including replacement of the toilet in the Church and repair of the stove in the Parish Hall. She mentioned future repairs outlined by P. Van Syckle including repair of several downspouts, mitigating widened expansion joints in the concrete at the front of the Church, replacement of expired defibrillator pads, review of records to determine timing of restaining of the cedar roof, the need to clean and restain various wooden ramps and stairs, assessment of a damaged area near a stained glass window, and external painting of the Church as needed. All these are being handled/investigated by P. Van Syckle of the Property Committee and the Sexton.
4. L. Price suggested looking for someone to assist Treasurer Sherrie Maahs during the transition to the Church Windows computer program. Hiring of a CPA consultant to review financial procedures of the Church was also mentioned.
5. L. Price mentioned that he dropped off Church rack cards to realtors and hotels for their lobby racks. Considering resupply, he suggested that the Evangelism Committee come up with a less expensive printing option.

Next Vestry Meeting: July 21, 2024

Adjournment:

There being no additional items on the agenda, a motion was made for adjournment by D. Hammond and seconded by P. Kelly. Motion approved by the Vestry.

Respectfully submitted,

**Joel Rutenberg
Clerk of the Vestry**

