

**Episcopal Church of the Advent
Vestry Meeting Minutes
November 19, 2023**

Meeting opened with a prayer by Fr. A. Leonard at 12:08 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, and S. Werth.

N. Smith was absent.

Minutes:

Motion to approve the minutes of October 15, 2023 made by S. Werth and seconded by B. Smith. Approved by the Vestry.

Treasurer's Report:

No report. Latest finances were reported in a Joint Vestry-Finance Committee meeting on 11/15/2023.

Rector's Report:

Fr. A. Leonard reported that the Parent's Group meeting was postponed because of prior commitments. He also mentioned that the organist position has been advertised.

Senior Warden's Report:

B. Smith spoke for the Vestry acknowledging the good work of all volunteers who contribute substantially to all church related functions.

Junior Warden's Report:

L. Price also thanked the many volunteers that help the church. He also reviewed maintenance upgrades to the church property.

Old Business:

1. The ECM Art Show earned approximately \$2500 for the church.
2. The ECW Christmas Bazaar is scheduled for 12/2/23 and volunteers would be welcomed.
3. The Stewardship Campaign is drawing to a close. Pledge cards have been distributed and a letter outlining needs will be sent to the congregation by Fr. A. Leonard
4. Sherrie Maahs has agreed to serve as church Treasurer if approved by the Vestry. A motion for her approval was made by D. Hammond and seconded by F. Garcia. Approved by the Vestry.
5. A Nominating Committee, composed of B. Smith, L. Price, F. Garcia, C. Hoffman, and N. Smith, developed a list of proposed new Vestry members as well as delegates and alternates to the Atlantic Convocation and Diocesan Convention.
6. Fr. A. Leonard updated the Vestry regarding his sabbatical plans.

New Business:

1. The Finance Committee scheduled a meeting on 12/7/23 to draft a budget for the 2024 year which will be subsequently presented to the Vestry at their next meeting 12/17/23.
2. The Annual Report from all committee chairpersons should include a list of their committee members and should be submitted prior to the Annual Meeting in January.

3. Fr. A. Leonard will draft the final stewardship letter to the congregation in December outlining aspects of church income, expenses, and future needs.
4. B. Smith mentioned that new Vestry members should be given a copy of church bylaws and certain other documents to facilitate their orientation.
5. Fr. A. Leonard plans to poll the congregation regarding optimal times for the two Sunday Services.
6. New Vestry members will be placed in the Counting Team rotation starting in February 2024.

Other Committee Reports:

None

Next Vestry Meeting: December 17, 2023

Motion to Adjourn:

Motion made by J. Rutenberg and seconded by A. Gloria. Approved by the Vestry.

Respectfully submitted,

**Joel Rutenberg
Vestry Clerk**