

**Episcopal Church of the Advent
Vestry Meeting
April 24, 2022**

The meeting convened in prayer by Fr. Alan at noon.

Attendance: *Present Vestry* – Rev. Alan Leonard, David Hammond (SW), Barbara Smith (JW), Frank Garcia, Scott Griffith, Lew Price, Noel Smith-Wong, Martha Francis, Richard Hudson, Sharon Werth. Also in attendance was Alison Cioffi-Brown (Treasurer).

Absent – Carol Hoffman, John Coyle

Minutes: Motion by B. Smith, seconded by F. Garcia to approve minutes of March 20, 2022-- *Approved*

Treasurer's Report: A. Cioffi- Brown presented the March YTD P & L report. The Church is performing well against budget through March.

Motion by F. Garcia, seconded by D. Hammond to approve the Treasurer's Report (P & L Budget Performance for March 2022)—*Approved Pending Audit.*

Rector's Report: Fr. Leonard reported:

- We had a great Easter Sunday attendance of 130+ totaling both services. This is by far our best attendance since the pre-COVID months.
- Vestry members are asked to introduce themselves and welcome visitors at Church services. It is imperative that visitors feel welcome when they first visit our Church, or they are likely not to return!!!

Senior Warden's Report: D. Hammond reported:

- No additional report or issues.

Junior Warden: B. Smith reported:

- STEPS: All of our steps out of both buildings are in need of repair/upgrade (e.g., rusty nails, splinters, poor lighting, caution tape),

with the possible exception of the steps leading out of the kitchen in the Parish Hall. Our contract carpenter has been asked to evaluate the steps and come back with a proposal for consideration by the Facilities Committee and ultimately the Vestry.

- BACK DOOR OUT OF SANCTUARY: Project complete meeting Fire Department requirements with the exception of the need for a Fire Exit Sign.
- ROOF PROJECT: Thanks to Corbin Cogswell's research, documentation, and consultation with the Historic Preservation Commission (HPC), the HPC is approving our asphalt shingle repair approach (\$8,400). We will not have to repair the roof with Cedar Shake Shingles (\$65,500). We are requesting a written HPC approval and will be scheduling the roof repair to stop the resulting leaking.

Old Business

- LANDSCAPING: B. Smith presented two proposals for one-time landscaping and grass-cutting and ongoing maintenance from Church's and Coastal. After extensive discussion, the Vestry moved as follows:

Motion by S. Werth, seconded by F. Garcia to accept the Church's proposal for a one-time cleaning beds and mulching for \$950 and planting bushes to replace those recently removed for \$600; and to cut the grass one-time per week and maintain the lawn for \$1,450 for the 2022 season; additional services as requested at \$75 per hour.—

Approved

New Business

- Father Alan asked all Vestry members to look at the Fence on the side of the Parish Hall and report back to him with a recommendation—repair existing fence or replace with a new fence (with the understanding that the HPC would have to approve the type of fence so that conforms with historic standards).

Other Committee Reports

- ECW—B. Smith reminded all members to attend the Spring Outdoor Market on May 7. Father Alan will follow up on posting the event on Facebook with special attention to posting it on “Cool Cape May.” We will be selling reusable bags (purchased by Brenda Leonard). Others are encouraged to purchase and donate reusable bags for purchase by attendees at the event.
- Safety Committee (Defunct)—Father Allan reported that the 2-year period for Defibrillator Training has passed and that we need to offer training again to parishioners. D. Hammond agreed to follow up on arranging this training with the local EMS/Red Cross.

Next Meeting Scheduled—May 15 at noon

Motion to adjourn at 12:55 pm by D. Hammond, seconded by F. Garcia--*Approved*