

**Episcopal Church of the Advent  
Vestry Meeting Minutes - November 17, 2024**

**Fr. A. Leonard opened the meeting with a prayer at 12:04 pm**

**Attendance:**

Present: A. Gloria, D. Hammond, R. Hudson, P. Kelly, Fr. A. Leonard, L. Morier, J. Morrison, L. Price, J. Rutenberg, N. Smith-Wong, S. Werth, C. Snyder (Intern), S. Maahs (Treasurer), and T. Crane (Guest).

**Minutes:**

Motion to approve the minutes of October 20, 2024 made by N. Smith-Wong and seconded by D. Hammond. Motion approved by the Vestry.

**Treasurer's Report:**

S. Maahs reviewed the distributed Treasurer's Report as of October 2024. The General Ledger Report as of November 2024 was also distributed for review. Motion made by J. Morrison and seconded by L. Morier to approve the reports pending audit. Motion approved by the Vestry.

**Rector's Report:**

Fr. A. Leonard noted that M. Francis resigned from the Vestry last month. Her position will be filled when new Vestry members will be chosen in January 2025 to replace those who have completed their term. He also noted that C. Snyder's ordination to the Diaconate has been postponed to a tentative date of January 18, 2025 at Christ Church in Somers Point, NJ. He indicated that there will be just two more sessions of Episcopal Church 101 between services in the parish hall. Finally, he noted that mail to the church must be sent to the PO Box number, not to the actual street address of the church. Some pledges and other mailings were not delivered when only the street address was used.

**Senior Warden's Report:**

L. Price noted that Fred Obligado will be stepping down as Finance Chair effective after the Annual Parish Meeting in January 2025. We thank Fred for his many (approximately 20) years of dedicated service in this role. Fred will be transitioning with L. Price who will be assuming the role of Finance Chair going forward.

**Junior Warden's Report:**

N. Smith-Wong indicated that there are no new Property Committee updates.

**Old Business:**

1. Stewardship. Fr. A. Leonard mentioned that pledges are still arriving for 2025.
2. Fr. A. Leonard noted that the Finance Committee will be completing a Budget Proposal in the coming weeks.
3. The Nominating Committee consisting of R. Hudson, S. Werth, L. Price, and N. Smith-Wong will meet on November 25, 2024.
4. Vestry Members nominated Sam and Jane Carol Wilson, Frank Garcia, and Marrie Cassidy as recipients of this year's Advent Service Award. Motion to approve these candidates made by A. Gloria and seconded by S. Werth. Motion approved by the Vestry.
5. J. Rutenberg updated the Vestry regarding a new and simplified Counting Summary Form and protocol.

**New Business:**

1. Fire Inspection and Alarm System. Fr. A. Leonard indicated that there was a failed fire inspection due to the need for a new battery for a device and because of a fault in the sprinkler system recently discovered by Vector related to a lightning strike event on July 12, which should be covered by insurance. However, the current alarm system was found not up to code and may need to be replaced. Evaluation is ongoing.
2. Fr. A. Leonard mentioned the need for Vestry approval of his housing allowance in the amount of \$30,000 as is already budgeted. Motion for approval made by J. Rutenberg and seconded by L. Morier. Motion approved by the Vestry.

**Other Committee Reports:**

1. Pastoral Care Committee. C. Snyder indicated that five volunteers have received training as Eucharistic Ministers and will be licensed by the Diocese after two supervised visits. Volunteers are Kona Wong, Lew and Joann Price, Sharon Werth, and Angela Gloria. Greg Schell will also join this group following training.
2. Discernment Committee. The first of nine meetings was recently held to develop a letter of recommendation from the parish for Greg Schell, who wishes to train for the priesthood. Committee members include Karann Murphy, Sharon Werth, Robert Bullington, and Fr. A. Leonard, with Greg Schell's participation.

**Next Vestry Meeting: December 15, 2024**

**Adjournment:**

A motion for adjournment was made by D. Hammond and seconded by J. Rutenberg. Motion approved by the Vestry.

**Respectfully Submitted**

**Joel Rutenberg  
Clerk of the Vestry**