

Episcopal Church of the Advent  
Vestry Meeting Minutes - September 21, 2025

Fr. Alan Leonard opened the meeting with prayer at 12:05 pm.

Attendance:

Present were Tom Crane, Anna DeForest, Angela Gloria, Dave Hammond, Richard Hudson, Fr. Alan Leonard, Joanne Morrison, Karann Murphy, Joel Rutenberg, Noel Smith Wong, Deacon Charlene Snyder, and Treasurer Sherrie Maahs. Absent were Pam Kelly and Larry Morier.

Approval of Minutes:

A motion was made by Angela Gloria to approve the Vestry Minutes of June 15, 2025 and this was seconded by Noel Smith Wong. Motion approved by the Vestry.

Treasurer's Report:

Sherrie Maahs reviewed the Vestry Treasurer's Report and noted a deficit reflecting the usually slow donations occurring over the summer. The current deficit should at least partially be made up by end of year donations. Dave Hammond suggested weighting the monthly budgets to reflect the summer donation pause and the late year recovery.

Rector's Report:

Fr. Alan Leonard noted the resumption of Sunday school and several educational opportunities including his sessions about the Book of Common Prayer on Sundays between services. He also noted that Deacon Charlene Snyder will lead a women's bible study Wednesdays at noon starting September 24. She will also lead a program on the Lord's Prayer at 9 am on Sundays beginning on the first Sunday of Advent.

Senior Warden's Report:

Noel Smith Wong mentioned the push to have standard Church of the Advent branding on all advertising. She also plans to complete photographing church inventory for insurance purposes. Finally she indicated that the recent Stewardship Dinner was well attended. Six pledge cards have been received to date.

Junior Warden's Report:

Richard Hudson had nothing new to report at this time.

Old Business:

1. Alarm System: Fr. Alan Leonard mentioned that alarm system repairs and upgrades have been completed and costs will be submitted to the insurance company for reimbursement related to the damage from a lightning event. He also discussed the alarm control boxes and indicated that Vector will manage all system alerts.
2. Stewardship: Fr. Alan again mentioned that the Stewardship Dinner was well attended. He also suggested that donations by check made by non-members should be acknowledged with thank you notes. Such notes will also be sent to those that pledge. Joel Rutenberg indicated that the stewardship testimonial presentations from church members should begin in early November.

New Business:

1. Christian Education opportunities were discussed in the Rector's Report.
2. An Audit Committee has been selected (Joanne Morrison, Joy Wadleigh, Jack Currier) to review church financials.
3. The 2026 Mark of Mission giving to the Diocese will be \$24,000 (reduced from the \$31,900 given last year).
4. Rectory Fund - A \$150,000 Rectory Fund CD with Sturdy Bank has been cashed in and the Sturdy Bank line of credit for approximately \$27,000 has been paid off from the proceeds of this CD. As proposed by the Finance Committee, \$75,000 from the CD proceeds will be invested in the Diocesan Investment Trust as part of the Rectory Fund. A motion was made to approve this investment transaction and was unanimously approved by a Vestry vote during this meeting.
5. Fr. Alan noted that a Ministry Training Session for all those participating in Sunday services (ushers, readers, greeters, etc.) will be held on Saturday, October 25 at 10 am.
6. On All Souls Day (November 2), there will be a special memorial service between the regular services for the families of the deceased placed in the columbarium within the church.
7. A Trunk or Treat event is being arranged with St Barnabas Church to be held in their parking lot at a suitable time before Halloween.

Committee Reports:

None

There being no additional topics for discussion, a motion for adjournment was made by Joel Rutenberg and seconded by Joanne Morrison. Motion approved by the Vestry.

Next Vestry meeting - October 19 at noon.

Respectfully submitted,

Joel Rutenberg  
Clerk of the Vestry