

St. Luke's Episcopal Church - Sister Bay, Wisconsin

Vestry Meeting - March 22, 2026

Minutes

Member Attendees: Vestry Members Brit Frazier, Ralph Blankenburg, Ross Holton, Pat Lee, Chris Roedl, Ray Osinski, Scott Heidler, Doug Marvin, Stan Hoffert.

Absent: Julie Hubbard

Also Present: Treasurer Karen Malzahn, Treasurer Norma Bramsen via teleconference, Carol Ann Osinski.

Minutes: Approval of the February 15, 2026 Vestry meeting minutes provided by the Clerk to the Vestry prior to the meeting, was moved by Ray, seconded by Ralph and unanimously adopted.

Rector's Report: The prior process of review and updating the St. Luke's By-Laws and Policies not completed will restart following Easter, with the Vestry looking at one unexamined By-Law or policy per month.

Dates for a Vestry retreat are being considered. The retreat will ideally be held at The Clearing. If space is not available there the retreat will be held at St. Luke's.

Calendar: Brit noted and elaborated on the following services, events and activities currently planned for St. Luke's:

- The Lenten Supper Club meetings held on Wednesdays will continue until March 25.
- The services for each day of Holy Week, beginning Monday, March 31 through Sunday, April 10, were outlined and briefly discussed. Vestry members' attendance was encouraged.
- The return of Canterbury Cinema is tentatively planned for Tuesday, April 14.

Junior Warden's Report: Ross reviewed the church's facilities work and projects set forth in his written report sent to Vestry members prior to this meeting. His written report is attached to and made a part of these minutes. Parking lot repair of cracks, resealing and repainting of parking lines, handicap spaces and the contractors for this work were discussed. Ross moved that J&T Sealcoating be retained for the repair and the cost (approximately \$5,000), be split equally between St. Luke's maintenance fund and the Lori Holton Memorial Fund, be approved. The motion was seconded by Doug and unanimously approved by the Vestry. The repainting and cost of parking spaces is separate from the above estimated repair cost and estimates are being obtained by Ross. The painting expense will be shared on the same basis between the church and the Lori Holton Memorial Fund as approved herein for the parking lot repair.

Senior Warden's Report: Ralph explained the change being made by the Diocese' Trustees Fund and Endowments (TFE) for the accounting and investment services provided by TFE to St. Lukes, from Argent Trust and Mariner Investments to JP Morgan Institutional Investment Services. Ralph provided a copy of the TFE notice set to St. Luke's of this change. This notice is attached to and made a part of these minutes. Also distributed to the Vestry was a "Notice of Accord" received from the Diocese regarding its management, organization and clergy change. The Notice shall be maintained by the Rector and Vestry Clerk and as part of these minutes.

Treasurers' Report: An online gift was given in memory of an unspecified person whom the Treasurers were unable to identify and accordingly, the gift will be placed in the church's operating fund. Recent Outreach Committee spending and donations for and to Congo Education and St. Luke's companion Dioceses of Masvingo will be reflected in the church's March financial operations statement.

To bring St. Luke's accounting in line with parochial report divisions, the treasurers have requested an amendment to the Memorial Funds Policy to revise the timeframe for transferring memorial gifts to the appropriate St. Luke's accounts. Karen distributed two documents: one showing the current policy language and the other outlining the proposed changes. These two documents are attached and made a part of these minutes. After a brief discussion, Stan moved to approve the requested amendment

to the Memorial Funds Policy, Ross seconded and the amendment to the church's Memorial Fund Policy was unanimously adopted. The Treasurers' written report is attached to and made a part of these minutes.

Investment Committee Report: Ralph gave an overview of the written report provided by Committee Chair Paul Neuman to the Vestry prior to the meeting. Both of the church's investment accounts increase by 1.7% over the previous month. The written report is made a part of these minutes and is to be maintained by the Treasurers and the Vestry Clerk.

New Business: Brit informed the Vestry that George Hughes' funeral service will be held April 25.

The meeting was adjourned at 12:26 p.m. with Mother Brit offering a closing prayer.

Stan Hoffert - Vestry Clerk