

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

Vestry Meeting – May 17th, 2026

Minutes

Attendees: Rector Brit Frazier, and vestry members Ralph Blankenburg, Pat Lee, Chris Roedl, Ray Osinski, Doug Marvin, Scott Heidler and Stan Hoffert. Also attending Treasurers Karen Malzahn and, via Zoom, Norma Bramsen.

Absent: Vestry Members Ross Holton and Julie Hubbard.

The meeting was convened at 11:36 in the church's Parlor with an opening prayer offered by Mother Brit.

Minutes: Adopting minutes for the April Vestry meeting was tabled as Clerk Stan Hoffert mistakenly sent the Vestry minutes of the March, rather than April, meeting. The April minutes, along with the minutes for this meeting, will be considered and acted on at the Vestry's June meeting.

Calendar: Mother Brit noted and commented on the following St. Luke's scheduled or planned services, events and activities:

- Beginning May 24 Pentecost Sunday, and continuing through Labor Day weekend, two services at 8:00 AM and 10:00 AM will be held each Sunday.
- Brit will be assisting and teaching at the Door County Vacation Bible School program being held at the First Baptist church June 8 through 12. A number of Door County churches participate in the program.
- Outside Campfire Theology gatherings, weather permitting, to be hosted by Brit and Mark are planned for Wednesdays following the regular late afternoon worship services, on June 24, July 29 and August 26. Topics to be covered: Theodicy, Pneumatology and Eschatology; respectively Suffering, The Holy Spirit and End of times.

- The St. Luke's Summer Picnic is being planned for a Sunday in July following morning services with an invitation to be made Christ the King/Holy Nativity parish to join us.
- A Holy Eucharist service at Stavkirke on Washington Island is scheduled for Saturday August 22 with Brit planning to attend.
- John Bramsen's funeral is to be held June 11 in Chicago.

Rector's Report: St. Luke's is in a good place to initiate a strategic planning process to take advantage of the church's strengths and gifts. Brit reviewed the process she wants to use and outlined in a written program she provided to the Vestry. The planning document is attached to these minutes. She plans to form a committee of 5 to 7 St Luke's parishioners to conduct the planning process which will begin this summer. This committee's work would be reported to the Vestry. The Vestry expressed its support and approved Brit's proceeding with the program.

Junior Warden's Report: No report was made in Ross's absence and because he provided at last month's meeting a comprehensive list of the work projects in process or scheduled for the summer months.

Senior Warden's Report: There was a brief discussion regarding the church's Memorial Fund Policy's wording and its operational meaning. It was decided that further review will be done by the Treasurers, Sr. Warden, Clerk and Mother Brit. That group's determinations will be brought back to the Vestry for consideration. Ralph suggested the need for retaining an administrative assistant for Mother Brit is immediate and that a search to fill such position should begin now. This matter was tabled until the May meeting. This meeting's Administrative Overview by the Senior Warden was tabled until a future Vestry meeting.

Treasurers' Report: April was a routine month financially for the church. Karen distributed the April operations and finance statements to the Vestry which are made a part of these minutes and maintained by the Treasurers and the Clerk. She noted that the Treasurers work time over the last month has been significantly taken up with completing the yearly Parish Financial Review required by the Diocese.

Investment Report: Ralph highlighted Investment Committee Chair Paul Neuman's written report provided to the Vestry prior to the meeting, along with the financial statements for the church's two investment accounts. He noted the combined gain in value of both accounts in April was 5.3% from the previous month. Paul's report and the financial statements are made part of these minutes and maintained by the Treasurers and Vestry Clerk.

New Business: Brit noted that the church's website needs updating and also some editing attention. Notification of this will be made to the site's editors. There was agreement that new parish members and Sunday service attendees should be made aware of participation opportunities in the church's various ministries. Following discussion, it was decided this could be addressed by scheduling and holding occasional information sessions about such opportunities on Sundays following worship services

The meeting was adjourned at 12:43 PM with Mother Brit offering a closing prayer.

Stan Hoffert – Vestry Clerk