

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

Vestry Meeting – November 17, 2024

Minutes

Attendees: Vestry members Brit Frazier, Ralph Blankenburg, Ross Holton, Pat Lee, Trudy Jischke, Chris Roedl, Julie Hubbard, Paul Newman, and Ray Osinski; Norma Bramsen via teleconference, with Stan Hoffert in attendance.

Kathy Blankenburg and Coral Ann Osinski were present.

The meeting convened at 11:37 AM in the church's Canterbury Room with an opening prayer offered by Mother Brit.

Minutes: Minutes of the Vestry's October 7 meeting were approved.

Calendar: Mother Brit updated the Vestry on the status and scheduling of the following:

- Beginning December 1, before each Sunday service through Advent, a study of the Scandinavian saints.
- Sunday, December 8 at 4:00 PM a service and celebration of the coming of Christmas through hymns, scripture and poetry, Advent Lessons and Carols will held in the church. Other area churches and individuals have been invited.
- The Christmas Eve and Christmas day schedule of services was provided.
- The next Canterbury Cinema will take place January 28th.
- Brit will be leading Clearing classes in the Canterbury Room on Christian Art and Architecture each Wednesday in February.

Rector's Report: Several pledges for 2025 have been received and Brit asked that the Vestry encourage parish members to submit their pledges to help facilitate the budget development process for the coming year.

During Advent, services will be held each Wednesday at 5:30.

The Vestry was asked to consider possible replacements for 2 (possibly 3) Vestry members whose terms will end in 2025.

The next meeting of the Vestry will be Sunday, December 15th following Services: The church's annual meeting will be held Sunday, January 19th.

Junior Warden's Report: Ross reported that the Capital Project 2nd floor renovation will be completed by the end of the month and presented a list of jobs completed and to complete the renovation.

A blessing of the renovated space is scheduled to occur Sunday January 5th following services.

As part to the Capital Project, the condition of the church's roof was examined by the Security Luebke Roofing firm. Their evaluation concluded that no work is now needed but another inspection should be done in 3 years with a probability that major work or replacement of the roof will be necessary in 5 years. A copy of the roofing firm's report was presented to the Vestry and is made a part of these minutes.

After a suggestion and discussion, Ross will review with the contractors the factors and cost of adding an additional handrail in the stairway leading to the 2nd floor.

Ross concluded with a report that the Fall Fest Parking Fund Raiser produced a total of \$2,315 that will be contributed directly to the Door of Life Food Pantry.

Senior Warden's Report: Ralph suggested that a "game day" winter social event be considered and held at the church during the upcoming winter months of January, February and March. This would be an afternoon gathering in the church's Canterbury Room for members and others to interact and play board games provided by parish members and the participants. A discussion followed with the Vestry deciding in favor of the proposal asking Ralph and Kathy Blankenburg to work on the event's details and tentatively setting January 14 as initiation of the event and to measure the level of interest in continuing the game day the following two months.

Memorial Garden Update: Kathy presented a draft of a reconfiguration and design of the Garden done several years ago and outlined various factors to be considered in the project along with the components of developing a new Memorial Garden configuration plan. This included anticipated finish work on the new constructed rear stairway leading from the second floor to the ground at the opening of the Garden and how to incorporate the pine trees that now surround the Garden space. This is likely to include significant trimming and in certain instances, removal. A revised design of the Garden and a cost estimate for the first phase of the project will be presented to the Vestry in early 2025 with work desired to begin in the spring.

Treasures Report: Norma provided the status of the updating the church's directory of members.

Investment Committee Report: Paul provided a written report and chart setting out the monthly and yearly return on the church's investment accounts and advised the Vestry that the US Treasury bonds held in the church's Nicolet Schwab investment account with an approximate value of \$117,000 have matured. He explained options for reinvesting these funds which will be reviewed by the Committee and a recommendation made to the Vestry via email for a vote. Paul reviewed the status of the church's transfer of that part of its investment portfolio that was in the prior Diocesan investment program into the new

merged Diocese of Wisconsin TFE investment plan, specifically covering the establishment of Paul as St. Luke's principal contact with the new Diocesan TFE funds custodian, Argent Institutional Trust.

Outreach Report: Trudy distributed a listing of donations and fund receipts during 2024, a copy attached to and made a part of these minutes. Not listed is that outreach funds will be used before year end to purchase a pallet of food for donation to the Door of Life Food Pantry and the purchase of an additional freezer for the Pantry's use. She reported that determining this year's family as recipient of the church's' Giving Tree gifts is in the final stages of being completed.

The meeting was adjourned with a closing prayer offered by Mother Brit at 1:07 PM.