

St. Luke's Episcopal Church, Sister Bay
Vestry Meeting, July 17, 2022
MINUTES

The meeting convened at 11:10 a.m. Attendees were Frank Maxwell, Betsy Rogers, Paul Neuman, George Hughes, Susan Hoffert, Trudy Jischke, Lori Holton, Carol Heil, Karen Malzahn, Norma Bramsen

Opening prayer

Lori offered the opening prayer.

Procedural

The July agenda was approved. June minutes were approved.

Interim Rector's report

Submitted. Discussion was held on when to offer another three-week session discussion; several days of the week were suggested. Frank printed instructions for chalice bearers. Susan suggested that its availability be publicized in the Enews or announced at services to garner interest.

Frank noted he is updating a brochure outlining the history of St. Luke's.

Frank took a moment to thank the vestry for allowing him to serve with them. He said he feels privileged to be part of St. Luke's and was then assured the feeling was mutual.

Senior Warden's report

Betsy noted the Zoom contract is up and she will renew for a year. The vestry agreed it has been an asset for the Book Club, coffee hour and other meetings because it allows us to maintain contact with each other throughout the year.

Pete and Roberta Thelen have asked to be relieved of their convention duties because of the upcoming election (Roberta is a candidate) which interferes with the dates of the convention. Carolyn and Paul Finch are already alternates and have agreed to sub for the Thelens, however Paul has some health issues so another delegate is need to take his place. Betsy will ask Ray and Carol Ann Osinski—one can be a delegate and the other an alternate. She will nominate them, if they agree, at the next vestry meeting.

She also told the vestry that she is working with Norma, Carol and Susan to establish a list of recurring duties, needs and occurrences so we can keep track of when we need to take up a subject and perhaps make a motion. Examples are making a motion to approve the annual housing allowance for the rector and send in the annual financial review for the Diocese. She will circulate a draft for input in August.

Betsy alerted the vestry of her wish to ask the Village of Sister Bay to allow us to post a sign for St. Luke's so people can more easily find us. She was advised to attend a board meeting and make an official request. It was also suggested that the more parishioners who accompany her, the better our chances of success. She will investigate upcoming board agendas and let us know when we can present our case.

Junior warden's report

Submitted. George noted that there is no written list of junior warden duties so he prepared a summary of his actions for his successor(s). He noted we have been storing items in individuals' homes and garages—such as our garden hoses. Discussion was held as to the need for a storage facility.

Karen suggested the air conditioning for the nave and the Canterbury room be set to a common temperature to help save on electric bills. It was also suggested that a sign be posted requesting that both sets of doors be closed.

George has restocked all paper products and asked vestry members to refill where towels and toilet paper if needed. The surplus is in bathroom cabinet in the new building.

Unfortunately the person at Wulf Brothers who was going to help with the candle guttering issue has retired and it is no longer on the work agenda. However, Ross Holton has devised a solution and the problem should be resolved soon.

He also noted that the parking lot is finished and came in under budget! (\$5 under)

Treasurer's report

Submitted. We received our new Wisconsin 15-digit tax exemption number; the old number is no longer valid. Norma has taken care of contacting most of the organizations and firms with whom we have standing accounts but any others used for procurement items for St. Luke's must be provided with this certificate.

Income continues to be solid, not just from pledgers.

The Diocesan Common Trust report for the second quarter should be available next week but it will likely mirror the overall downward market trend. Our Fidelity portfolio lost just under \$30K last month.

We paid for the parking lot in this month's accounts--that was our biggest expense. We received a \$352 refund from our workers compensation insurance provider.

The church collected \$653.82 in the spring UTO ingathering, which was paid out last month.

Mid-year interim donation statements were sent last week. The directory is also updated and sent via email. It was agreed to print a few copies for those parishioners who prefer that.

We also renewed our Web hosting contract, signing a 10-year lease which is the most reasonably priced.

Outreach committee

Trudy reported that the vestry will need to decide on the particulars of the Fall Fest Parking soon. We need to agree on the timing — which days and what hours will we allow people to park in our lot; how much we will charge and how many volunteers will we need to oversee the project. She also pointed out there is a vestry meeting scheduled for that weekend and suggested we may want to discuss rescheduling.

We also need to decide on a date for the fall concert. Sue Raye Hughes is securing the violinist and its suggested to ask for a free-will offering rather than an attendance fee. We also need to decide on refreshments and advertising.

Old Business

Susan updated the vestry on the search committee's mock interview with Rev. Gary Manning and our consultant Cathy Cowling. Two issues that came up were to include a more definitive list of rector responsibilities to a candidate and to give them the number of parishioners (acknowledging this fluctuates with the season). At this point the committee will meet in early August to review the practice session again and hopefully begin interviewing soon after.

New Business

Betsy offered to do the prayer next month. The next meeting will be Aug. 21st following the 10 a.m. service. Frank offered a prayer and the meeting was adjourned.

Respectfully submitted,
Susan Hoffert
Vestry Clerk