

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

Vestry Meeting

May 19th, 2024

Minutes

Attendees; Vestry Members Brit Frazier, Ralph Blankenburg, Ross Holton, Pat Lee, Paul Neuman, Trudy Jischke, Chris Roedl, Julie Hubbard, Roy Osinski; with Karen Malzahn, Stan Hoffert also attending with Norma Bramson via teleconference.

Kathy Blankenburg observed.

The meeting convened at 1:02 PM.

Opening prayer given by Paul

Mother Brit welcomed Pat Lee to the Vestry.

Minutes: A motion was made and seconded to approve the Minutes of the Vestry's April 21, 2024, meeting. Motion passed

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

- The formation of a St. Luke's choir; initial meeting to be held on May 22
- The Episcopal Church confirmation class: Initial meeting planned for June 5
- The Book of Acts Bible Study class scheduled for June 23rd
- The church picnic being jointly planned with Church of the Atonement, Fish Creek and scheduled for June 23.

Treasurer's Report: Submitted a financial report of the church's May 2024 income and expenses for ministries, administration, and operations which is attached as Attachment 1.

Karen reported that the Diocese has informed her that although member parishes can expect to see a substantial increase in their Diocesan assessment after the merger of the three Wisconsin Dioceses, their pledges to the diocese for this year (2024) do not need to be paid and that any money remitted so far will be refunded. This results largely to a donation from the Sisters of the Holy Nativity. St. Luke's pledge total for 2024 was \$22,496. This "refund" and assessment relief will avoid the anticipated withdrawal of approximately \$18,000 out of the Church's Schwab investment account and add an expected cash carryover into 2025.

Ross has given generous donation in memory of Lori to establish a Building Fund in her name to facilitate capital improvements to the church. Spending from the fund is to be restricted to non-

operating purposes which means it is not to be used for repair or maintenance costs, but only for capital expenses, upgrades and improvements to the church's premises). This means the church will not be obligated for a tithe to the Diocese for this contribution. The fund's account has an initial funding of \$50,000. The Vestry will establish a committee to oversee the projects to be paid for by the fund. Ross will offer at the next Vestry meeting an appropriate resolution for the gift and the establishment of the new fund,

The expenses and Income for the month were normal. The church has a new mowing service now that Peter Smith has had to retire. The price of the service is similar to that previously paid. Our prayers are with Peter.

The Treasurers are working to update the Church's VANCO online giving options system (see link on our website) to add titles and to publicize it to summer visitors to the church via a handout with a QR code. It also is a potential vehicle for people to make memorial donations. A check is still the preferred method for donations but the VANCO option should appeal to those less closely associated with St. Luke's.

A new co-treasurer is being sought now that Dick and Carol Heil have moved away from Door County. The new church bookkeeper continues to work out well.

Balance in Discretionary Account as of April 30: \$5968.69.

Investment Report: Paul submitted a report and financial statement on the performance of the Church's investments for April 2024.

Rector's Report: Brit updated the Vestry on the following:

- Bishop Gunter's upcoming visit to St. Luke's
- Rector's role in this summer's Door County churches ecumenical Vacation Bible School program.
- Rector's continuing clerical assistance to residents at Scandia Village
- There is a need for additional volunteers to serve on various church ministries with the specific need for counters of weekly service contributions and the Alter Guild.

Junior Warden's Report: Ross submitted a report listing current building and maintenance projects. A motion was made authorizing Ross to use the new Lori Holton building fund to pay for retaining Schaut Technologies to upgrade the Church's Wi-Fi modem and routers. The motion was seconded and adopted.

Senior Warden's Report: Ralph distributed a report on the May 4 Diocesan Convention addressing the approval of Union of the three Wisconsin Dioceses which will be

submitted to the Church's National Convention for approval in June. Ralph also reported that he will produce a list of the Church service ministries and an outline of duties for each ministry.

Outreach Report: Trudy reported that the Church's rummage sale raised \$2,830.80 which will be distributed to certain Northern Door County nonprofits the Committee will determine which groups at its June meeting.

Old Business: Current status and continuing work for the Memorial Garden landscaping was discussed. The need for the Church Directory was discussed with Brit, Karen and Norma to address process.

New Business: Brit raised the issue of St. Luke's current parish policies and asked that a small subcommittee of vestry members be created to review each policy to determine if revision to the policies is warranted. The vestry then will address any suggested revisions of one or two policies vestry meetings. Brit to send a list of the current policies to the Vestry with further discussion to take place at the Vestry's June Meeting.

Next Vestry meeting: Monday, June 24th, 5:30 PM

The meeting was closed with a prayer and adjourned at 2:36 PM