

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

Vestry Meeting – April 19th, 2026

Minutes

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

Absent: Vestry Member Julie Hubbard

The meeting was convened at 11:47 in the church's Parlor with an opening prayer offered by Mother Brit.

Minutes: It was moved by Ray, seconded by Ralph that the minutes of the Vestry's March 22 meeting, sent to the Rector and Vestry for review prior to the meeting, be adopted. The motion was unanimously approved.

Calendar: Brit noted and commented on the following St. John's planned services, events and activities:

- George Hughes' Memorial will be held on at the church Saturday, April 25th at 11 AM.
- Paul Finch's Memorial will be held at the church Saturday June 27th at 11 AM.
- Two Sunday services, at 8 AM and 10 AM, will begin May 24, and continue through Sunday, Sept. 6th, Labor Day weekend.

Rector's Report: Brit reviewed and commented favorably on the holding of Holy Week services.

Junior Warden's Report: Ross outlined the work that has been scheduled or planned for the summer, as set out in the written report he provided to the Vestry prior to the meeting, highlighting the assistance for the Memorial Garden renovation committee's work on the new arch planned at the Garden entry and final landscaping. His written report set out the anticipated timeline for the planned projects and maintenance work. Ross's written report is

attached to and made a part of these minutes. No Junior Warden's report will be given at the May 17th Vestry meeting as Ross will not be attending.

Senior Warden's Report: Ralph raised a concern about the church's Memorial Fund Policy as amended by the Vestry at its March 22 meeting; specifically about funds created late in a calendar year. After discussion, the Vestry directed Ralph and Stan, after discussing with Brit, to draft language amending the current Policy for the Vestry to consider, following discussion with Karen, to address the issue. The possible employment of a part time employee to assist Mother Brit with administrative duties was raised and favorably considered by the Vestry. It was decided that the next yearly budget should make provision for a such a hire. Brit was asked to outline a general job description listing the tasks and duties for such administrative position.

Treasurers' Report: No report made.

Investment Report: Ralph commented on Committee Chair Paul Nueman's written report reviewing the March investment results of the church's two investment accounts and the accounts' financial statements. Paul's written report and financial statements were sent to the Vestry prior to the meeting for review and are made a part of these minutes and shall be maintained by the church Treasurers and Vestry Clerk. A change in investment strategy was raised and briefly discussed with no action taken.

Old Business: Ray reported the new affirmative approach in soliciting additional ushers has produced good results and will continue.

New Business: Vestry meeting dates for the next 4 months are May 17, June 14, July 19 with no meeting in August. Brit asked that the Vestry members provide her as soon as convenient their availability in June for a Vestry Retreat.

The meeting was adjourned at 12:45 with a closing prayer offered by Mother Brit.

Stan Hoffert – Vestry Clerk