

St. James' Episcopal Church Vestry Meeting (Hybrid)

August 22, 2023

Present: Warden Susanne Rynkiewicz, Warden Bill Spalding, Michael Brown, Marie Hughes, Diane Steckel, Margie Amberge, Barbara Burton, Nancy Corl and Judy Holmes.

On ZOOM: Laura Posecznick and Nicole Bova with July Financials

Absent: Amy Allyn

6:04 PM: Call to Order

Prayer: Judy Holmes open the meeting with the Revival Prayer.

Devotional – Psalm91 Margie Amberge lead the group in a meditation while reading the psalm.

A pre-read report was sent out to the Vestry, prior to the meeting, with supporting documents.

1. Quick Action Items:

A. July Minutes: The Vestry reviewed the minutes and found no corrections were needed. Michael Brown made a motion to approve the minutes; Margie Amberge seconded; Vestry approved.

B. Choice of Psalm for September meeting: Michael Brown; Psalm139.

2. Laura Posecznick's Update:

A. Michael Larkin will be chairing the Safety Commission, which will be meeting 9/12/23.

B. Members of the Vestry discussed the security for the children's area and procedures for emergencies during meetings held in the church. Although the basics are in place, Laura will rely concerns to the Safety Commission.

C. The fire alarms going off repeatedly continues to be a problem. Presently exploring if this is caused by the elevator communication line. Michael Larkin is working with Doyle and seeking additional quotes for fire system replacement and security cameras for the church and Thrift Shop.

2. Actionable Items from Warden report:

A. Transition & Search Process: A discussion ensued regarding the Transition & Search process. The committee will consist of 7 people: the two wardens, a Vestry member representing HR and four parishioners in good standing.

A list of potential candidates was formed and will be emailed to Vestry members to vote on top four choices, which will be ranked.

B. Rectory Budget Standings: The Vestry reviewed the most current Rectory Project Budget 2023. The projects slated to be completed before the interim rector arrives have been completed and came under budget by \$18,000.00! **The Vestry expressed a heartfelt thank you to Margie Amberge and the Building and Grounds Committee for all their hard work, staying on budget and exceeding expectations!**

C. Discussion of Garage Project: The garage has an area of weakened structure supports and a mold issue. After discussion, Judy Holmes motioned; This is an imminent enough safety issue that the Vestry will except 2 repair quotes and let the Building and Grounds Committee decide who will do the repairs base on their experience with the contractors. Nancy Corl seconded; Vestry approved.

Marie Hughes made a motion that the Vestry would agree to a preliminary budget of 20 to 30 thousand, to include building permits and associated fees for the garage project, as presented by the Building and Grounds Committee; Margie Amberge seconded; Vestry approved.

Warden Susanne Rynkiewicz made a motion that the Vestry approve that the Garage Project will be funded by the Hazel Smith sleeve of the Foundation; Michael Brown seconded; Vestry approved.

The Vestry discussed scheduling building inspections every 5/10 years to avoid having small repairable issues turning into major repairs. The Building and Grounds Committee will be tasked with creating the building inspection schedule.

3. July Financials: Nicole Bova presented the July financial reports. She noted that plate offerings have greatly decreased over the past few months. The Vestry discussed the issue and Judy Holmes suggested that we should look into inserting a QR code in the bulletin, since people do not carry cash anymore. The Vestry will explore this option with Laura Posecznick. Warden Susanne Rynkiewicz made a motion to approve the July Financial reports; Marie Hughes seconded; Vestry approved.

Marie Hughes made a motion to end the meeting; Nancy Corl seconded; Vestry approved.
The meeting ended at 7:50 PM.

Next Meeting: September 26, 2023

Respectfully submitted,
Bethany Quattrociocchi, Clerk