

EPISCOPAL CHURCH OF THE HOLY SPIRIT OCTOBER 17, 2023, VESTRY MINUTES

Date: October 17, 2023 **Time Started:** 5:00 p.m. **Time Ended:** 6:25 p.m.

Next Meeting: November 21, 2023, at 5:00 p.m.

Members Present: Gail Kase, Senior Warden; Peggy Wilson, Junior Warden; Mike Robinson; Amanda Hilty; Carol Van Voorhis; Kathleen Phillips; Barbara Schauer; Rebecca Sharp

Members Not Present: Mark Holland (out of country)

Other Attendees: Lorrie Cooper, Clerk; Sam Shiver, Treasurer

DISCUSSION/FINDINGS/CONCLUSIONS

AGENDA ITEM: **Call to Order, Opening Prayer** (*Peggy Wilson*)

AGENDA ITEM: **Approval of Vestry Minutes** (*Clerk, Lorrie Cooper*)

Minutes were approved from the September, 2023, meeting.

AGENDA ITEM: **Financial Report** (*Sam Shiver*)

The 2024 budget is in good shape. It will benefit from the monies remaining from the transition from David's salary to that of an interim rector whose retirement benefits are already in place, allowing us unprecedented flexibility in its use if necessary throughout the year.

Vestry voted to approve the preliminary budget for 2024, which receives final approval at the Parish meeting in January.

AGENDA ITEM: **Group Approval of Minutes** (*Gail Kase*)

The Clerk submits the minutes for corrections. Vestry will have five days in which to respond. The Senior Warden will then initiate the approval process with an email, "All in favor of accepting [current draft at that time] of the [month in discussion] please reply with "yea" or "nay." Seconding the motion is not necessary.

This approach to approving the minutes was acceptable to the Vestry members in attendance.

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AGENDA ITEM: Sr. Warden's Report *(Gail Kase)*

A major part of our journey has been reached: The Rev. Dena Whalen is officially our interim priest and will start October 22. She will be serving nineteen hours per week and will determine her office hours' schedule.

We are gearing up for our stewardship drive, to be masterfully led by Jennifer Reda.

AGENDA ITEM: Jr. Warden's Report *(Peggy Wilson)*

Vestry was asked to read the current building use document attached to Jr. Warden's email.

1. The Property Committee has reviewed the present use guidelines and saw no need for revisions other than the fee wording and price. The attached document had been approved by the Vestry in 2004. Property committee requests Vestry review and approval of its recommended changes in regard to fees.
2. The Moss sign company reports that our new sign will likely be ready this week.
3. A claim has been filed with the church's insurance company about the possible damage to our roofing from hail. The claim is in review.

Proposed Edits to Building Use Guidelines (Fees) by the 2023 Property Committee

Replace current fees wording:

4. All other users are required to have a representative sign a "waiver release and indemnity agreement" and pay a fee as shown below. If the fee presents a hardship, the Rector or Vestry can waive fees.

Fees must accompany application for space use:

Sanctuary	\$50.00
Kitchen	\$25.00
Meeting Room	\$10.00

With:

4. All other users are required to have a representative sign a "waiver release and indemnity agreement. ***A set fee per user will not be charged, but instead it is requested that an offering be considered to contribute to the church's maintenance, staff, insurance, and utilities for this special space. It is requested that the offering be made as soon as possible before or after the event.***

The Property Committee recommends that the fees for individual defined spaces change to request of an offering for general church use by an event. All event request details and use of which particular spaces must pass through the parish administrative assistant for review and approval.

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If needed, the administrative assistant will consult with either the Rector or Senior Warden or Junior Warden. If the request for use includes the sanctuary space, then approval must come through the Rector – or Senior Warden in the absence of a Rector.

Having a form is helpful to Martie Carson (administrative assistant for ECHS) for her preparation of the ECHS annual report.

There will be a new form incorporating the revised statement in #4 above for the use of the ECHS building. The new form will be presented in the November meeting for the Vestry to vote its acceptance.

AGENDA ITEM: Welcome Ministry *(Barbara Schauer)*

The Welcome Ministry met by Zoom on Monday, October 16. We created a brief description of the work of the group and submitted it to Martie Carson for inclusion in the Stewardship campaign volunteer listings. Among the topics discussed is the challenge of maintaining a populated church. The reality is that an empty church is a looming possibility for all mainline churches within five years.

To summarize its work, the Welcome Ministry puts into action the Episcopal Church program Invite/Welcome/Connect in order to care for the people of Holy Spirit and make a conscious effort to shine its light outward, with kindness drawing people to experience a life of worship and community with us. It is Christ-inspired hospitality, from the simplest interest in the people around us to creatively making events for gathering people lovingly. Barbara Schauer is temporary chairperson and can be contacted for more information.

At the conclusion of the meeting, the group voted that the first task to address is finding a way for people to have comfortable conversations and connection after Sunday services. We would like to propose the use of the library as a quiet place for fellowship through bringing in small, movable furniture and arranging it to allow friendly closeness similar to what happened on the patio during the warm weather months. With the approach of colder weather, an additional indoor space for fellowship would be needed. Many with hearing issues can't engage in conversation in the kitchen or conference room, which both tend to be noisy following the service. We plan to meet again by Zoom Monday, November 13.

The Junior Warden saw no problem with the library being used for after-Sunday-service fellowship.

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The Welcome Ministry needs to have an official committee in place, along with a list of tasks and how they relate to other ministries. One need expressed is not acknowledging people as “visitors” once they have attended a few times and have a name badge. This must be communicated to the Greeters.

AGENDA ITEM: Outreach *(Carol Van Voorhis)*

Review of 2024 First Sunday offering recipients: all were approved with the caveat that Mary Maupin find out more info on what is happening with **Consider Haiti** (November’s recipient).

All First Sundays were approved, including **Consider Haiti**.

The committee has officially retired Joyful Jars. It has been an enjoyable two years, but preparing them involved too much work and cost. Our gratitude goes out to all who worked so hard on Joyful Jars. The total raised was \$2332, and remaining expenses will be taken from Outreach Funding, not from the selling of the jars. Neighbors In Need and Community Housing Coalition will each receive a check for approximately \$1166. Thanks again to all who helped make this fundraiser a success.

Deidre has spoken to social workers, and Outreach will have a luncheon for the team at Social Services (foster care services). She will receive a few dates from which to choose. Gift cards will also be collected for the care team for foster children and seniors in need. Plans will begin late in November or early December. Next meeting: November 19.

AGENDA ITEM: Living Gifts Fund *(Kathleen Phillips)*

The Living Gifts Fund Board rescheduled its October 10 meeting to November 7. This change was due to an adjustment in the grant application timeline.

AGENDA ITEM: Vestry Liaison Fund *(Kathleen Phillips)*

The Church Caring Crew (CCC) committee has not met since the last Vestry meeting. No new needs have been identified in the past month. The committee continues to be alert to possible needs in the parish and meets on an as-needed basis.

AGENDA ITEM: Next Vestry Meeting *(Gail Kase)*

Tuesday, November 21, 2023, at 5:00pm. *(Note: This is the same week as Thanksgiving.)*

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AGENDA ITEM: **Closing Prayer** (*Peggy Wilson*)

Carol Van Voorhis volunteered to do opening and closing prayer at next month's Vestry meeting.

Respectfully submitted,
Lorrie Cooper, Clerk