Vestry Meeting

Saturday, February 18, 2023

12:56 PM

**Opening Prayer**

**Election of Officers**

* Jr. Warden
	+ Karen Watts motions that Kathy Watts be nominated. Unanimous decision
* Clerk of the Vestry- Matt Schroeder

**Approve and amend**

* Approved, seconded, and approved unanimously
* Minutes from Annual Meeting-
	+ Update- strike open position from **Delegate nominees**. Debbie Wheeler is in final year. Karin Moore is alternate.
	+ Update- **Jr. Warden Report** update "K Watts" to "Kathy Watts" as "interim Jr. Warden"

**Reports**

**Treasurer's Report (see attachment- notes represent discussion)**

* Angela- request to provide annual budget as a column to budget.
	+ Tom- not possible- Quick Books only allows for monthly entry
* Karen- How were some churches able to get PPP money from pandemic?
	+ Rebecca- because we do not have articles of incorporation
* Tom- Plan going forward- will provide monthly budget, year to date, and written report
	+ Consensus that this is a good plan and will allow for better use of meeting time
* Correction- "Total giving $6,779"
* Change in rector's salary went into effect in February, so was over budget for January (change could not go into effect until after annual meeting)
* Increase in gas bill was based on housing program during cold weather in the holidays- $900.
	+ Pastor Rebecca has secured at least $800 in donation from diocese
* Maryellen- I prefer to use envelopes for donation in offering basket. How is that recorded?
	+ Tom- put name on envelope. Will be counted on Sunday. Asst. Treasurer will make the deposit and keep records in Servant Keeper on Tuesday.
* Angela- is there a schedule for counting collections?
	+ Karen- will make schedule or vestry members to do the count and give to Matt to publish
	+ Maryellen and Angela will do so tomorrow
	+ Tom will be available to show what needs to be recorded
* Tom- need to know what funds are designated for
	+ Conrad Family Charitable Fund- half is Pastor's discretionary fund, half is Vestry discretionary fund.
		- Conrads are comfortable fund is used to cover the shortage in the Giving Day account
			* Angela Motions that we ask the balance of the Conrad Family Charitable Fund be transferred to the Giving Day account. Seconded by Maryellen. Unanimous approval.
	+ Anonymous Memoriums may be for Live Streaming- Tom to check with Kim
	+ NVICM- community outreach- can be used for Little Free Pantry maintenance/replacement. Discussion to follow
	+ Large One-time Donations- Tom to reach out to Kim concerning any earmarks or approved uses
	+ Capital Campaign (3250) will need funding in a few months to cover loan payment. (Kelton-White Loan)
		- Angela- can that be converted from a loan to a grant?
		- Tom- it has been asked, awaiting response from Desiree
* Tom- Asked and waiting for updated Diocesan Investment Trust (DIT) balance (last available 11/30/22)
* Tom- Balance sheet does not show K-W Loan as a Liability, nor does it show anything beyond Cash and Investments as Assets. Audit from 2020 only shows Cash and Investments as Assets.
	+ Conversation around Balance Sheet updated to continue offline
* Report to accept moves, seconded, and accepted unanimously.

**Sr. Warden Report**

* When to meet?
	+ Karen- proposed Sundays after church in-person. 11:45
	+ Alternate time would be over Zoom on Thursdays
	+ Third Sunday should allow enough time to have financials
	+ Next Meeting- 3/19
* Please be forthcoming with suggestions, recommendations, or feedback

**Jr. Warden Report**

* Lawn care Update and recommendation (see attachment- Lawn Care Estimate)
	+ Previous amount paid was $80/week for mowing
	+ Amount  will be $2500 over budget ($1000 budgeted, expense to be $3500)
	+ Will pay a month ahead. If you want to skip a mowing, the cost remains the same
		- Kathy to ask if any other piece of contracting is needed
	+ Maryellen moves to accept bid, Richard seconds, approved unanimously
* Angela requests that we get an update on other contracts and agreements the church has entered into

**Rector's Report**

* Parochial Report
	+ Kudos to Tom on getting financial report together
* Upcoming events and concerns
	+ Shrove Tuesday is coming up
		- Kudos to Richard
		- Able to accept donations
	+ Ash Wednesday
	+ Community Meeting 2/23

Motion to adjourn- Tom- Unanimously approved Next Meeting- 3/19