

GOOD SHEPHERD EPISCOPAL CHURCH

Minutes of the Vestry Meeting

Tuesday, November 14, 2023

ATTENDANCE:

In-Person: Father Joe Hudson, Christine Puthoff, Don McKelvy, Elaine Hedrick, Ruth Bruno, Barbara Rao, Libby Chinman, Ed Silva, Stephanie Kitt, Carole LaBate, Bob Sawyer, Lynne Altimier, Judy Jarvis

Via Zoom: None **Absent:** None **Guests:** None

The meeting was called to order by Christine Puthoff at 6:32 pm.

Father Joe opened the meeting with a moment of silence and a prayer.

ACTION ITEMS/MOTIONS:

- a. Stephanie Kitt moved to approve the Clerk's Minutes from the October 17, 2023 Vestry meeting. Seconded by Ruth Bruno. Motion passed unanimously.
- b. Carole LaBate moved to accept the Treasurer's Report as prepared by Lynne Altimier October 2023. Seconded by Ed Silva. Motion passed unanimously.
- c. Stephanie Kitt made the motion to confirm the e-mail vote taken earlier to approve the purchase and installation of three AC units at a cost not to exceed \$60,000. Barbara Rao seconded. Motion passed unanimously.
- d. Stephanie Kitt made a motion to approve the Outreach Commission's plan for annual distribution of funds to total \$9,000. Ed Silva seconded. Motion passed unanimously.

Pause for Prayers and Thanksgiving – Fr. Joe

DISCUSSION ITEMS:

- a. **Restoration and Revisioning:** Father Joe reported that the south end of the church will be done this week, leaving the metal portion of the roof to be done. The fascia board is being repaired, using the crane already on site. The issue of bathroom access has been resolved with a port-a-potty to be in place outside and with access to the one bathroom off the library to be available in a week. Other items reported on were the beginning of renovation in the Parish Hall, emergency installation of new phones, and the repositioning of the memorial plaques next to the exit to the garden, with two new

plaques on order. Don McKelvy reported that the target date for completion of the Parish Hall is January 26. It was agreed to move the date for the Annual Meeting back a week to February 4 to allow some wiggle room. Alternative plan in case of further delay is to have the Annual Meeting in the Nave. Bob Sawyer reported working towards an application for a loan from the diocese to meet the short fall which is mainly due to expenses being discounted by our insurance company. After considering Parish resources, Bob feels that we should be asking for a loan of between \$230,000 and \$250,000. Bob foresees making a motion to the vestry before the next meeting.

- b. **Personnel Update:** Fr. Joe reported that the sexton position is still open. He will be reaching out to the American Legion and to local churches for possible candidates. In addition, the job description for Parish Administrator is being drawn up and will be filled sooner than originally planned due to the expectation that that position will take time to fill. Once that has been accomplished, the part-time position of Communication Director will be filled as previously reported. Filling the position of part-time Assistant Priest will hopefully be achieved soon.
- c. **Annual Fund Campaign:** Bob Sawyer expressed thanks to the vestry for stepping up in expressing their gratitude and by getting their pledges in early. Bob expects to have a better knowledge of the situation with pledges by the December Vestry meeting.
- d. **Nominating Committee and Vestry Restructuring:** Father Joe stated that we have three potential candidates for the vestry positions becoming open so that there remains one to be put forward. Christine Puthoff asked all present to come up with three names each to create a pool of church members who might be considered.
- e. **Discernment committee for Libby Chinman:** Libby has created a group of eight people along with Rev. Nikki Seger from St. Boniface who will participate in this committee, and she has gathered materials to aid in the year-long process to forward her candidacy to become a deacon.

Around the Table: Shout Outs, Questions, Comments, Reminders

Closing: Prayed the Lord's Prayer in a circle

Meeting adjourned at 7:45 pm

Respectfully submitted,

Judy Jarvis, Clerk of the Vestry

