

St. Stephen's Vestry Meeting December 20, 2022

The meeting began at 7:15 and was held via Zoom.

Present: Rev. Nina Pooley, Leah Luczynski, Chris Plankey, Josie Ellis, Suzanne White, Craig Reynolds, Wendy Webster Coakley, David Nevin, John Garinther, Chris Perry

Welcome/Call to order and opening prayer: Nina+ called the meeting to order. Nina+ opened with a reading from John 1.

Clerk Report: Angie Moon

Action items from the last meeting (Nov. 29, 2022):

Review proposed 2023 budget and send questions to Leah and Suzanne.

Review sign options and send opinions to Chris Plankey

Approval of Minutes: David N. moved and Wendy seconded and the Vestry voted unanimously to approve the minutes from the November 29, 2022, Vestry meeting.

Financial Report: Leah/Suzanne:

- Leah moved to approve the 2023 budget and Josie seconded and it was unanimously approved.
- The money from Gwen S. is in the checking acct. And will be moved to the endowment.
- We were under budget for the month of Nov. (thanks to Gwen), over budget 9,000 for the year.

Property committee: John/Chris:

- We have an operational elevator! This was a messy process with a lawyer. We will likely terminate the contract with Otis elevator. The inspector passed the elevator today.

- The 2nd boiler has been heating the church by itself. The vestry approved to have boiler 1 fixed but it won't happen until Spring.
- Budget is working with finance to best figure out how the capital expenses fit into the budget.
- Signage out front: The electrical outlet near the sign and the light does not work on the sign. Trees were removed and the underground electrical outlet is not working. Property committee has come up with a recommended sign. It will be slightly larger, no change to where it is or the angle. The new sign will add the street address. (Wendy mentioned that the zoning board might need to approve the slightly larger sign) We have a business entrance on Allen St. and that would be helpful to point out on the sign. The current sign says St. Stephen's Parish and also "the episcopal church welcomes you" The episcopal church crest/shield is small on the top of the sign. The new sign will still be lit. There will be electricity there but we also might go with a solar light. John G. mentioned maybe we should have a 2 sided sign, so we could see it from Allen St. that is now a one way St.
- Signage over the business entrance- There is an Allen St. address and there is a sign for Immigration center, there is no sign for the Cathedral of the Beloved, there is uncertainty about the future status of tenant Jewish Family Service.. There is an idea to add a slat that can be removed or replaced as tenants might change.

Stewardship: Wendy:

- A month into the in- gathering, we have received 82% of last year's pledges and 80% of last year's dollars.
- Only a few know who and how much individual parishioners pledge. 4 members who do pledge a total of 10,000 have left the parish. 1 new member has pledged..
- Online pledging is secure, reminders went out to renew online pledges.

- Bill O'Neil has done great articles, potentially some in person speakers for the Spring.
- Pledging is on target as far as last year.
- Craig asked if we are looking to send a friendly reminder letter or a phone call to those who haven't pledged for 2023 but have pledged in the past year or two.
- Sarah, Nina, and Leah have a list of who might have not pledged who generally does. The number who pledged last year but not yet this year is 17. We have heard 4 of them have left. There are about 10 who we do not have a reason for. There might be a glitch because Suzanne W. has handed hers in but she was on the list of not pledging yet.
- The parishioners who might have left, do we have a letter or exit interview? Do we make a phone call to ask if there was an issue or if they want to share a reason?

Warden's Report: Craig/Josie:

- Read all of the info in the report
- Jan. 5th training will be at the church, it is a 2 hour training. 6-8 p.m. Chief Wynn will talk about how to handle an emergency

Rector's Report: Nina+

- Ushers on Christmas eve, hand out the activity bags.
- Should there be 2 communion servers on Christmas Eve?
- Should Nina be at the Christmas service at Zion's ? Consensus was no, she should be home with family.

Next Meeting

Our next Vestry meeting will be Jan. 24 , 2022.

Action Items:

1. Ushers needed for the Christmas Eve service.

Closing: Nina closed with a prayer, The meeting was adjourned at 8:55 P.M.

Respectfully submitted,

Angie Moon, Clerk