

St. Stephen's Episcopal Church

Vestry Meeting

2024 - monthly meeting # 3

Date: March 19, 2024

Draft: to be reviewed April 23, 2024

Note that words/ideas needing clarification are highlighted below

Present (virtually by Zoom):

Rev. Dr. Nina Pooley, Rector
Josephine Ellis, (Senior) Co-Warden
John Garinther, (Junior) Co-Warden
Suzanne White, Treasurer
William O'Neill, Assistant Treasurer
Dr. J. Christopher Perry, Clerk
James Alden
Caleb Harmon
David Nevin
Christopher Plankey
Wendy Webster Coakley

Regrets:

Beth Anne Hamling

Meeting began at 7:09 P.M. by zoom

I. Opening scripture and Prayer offered by Rev. Pooley

II. Josie Ellis: Discussion

Holy week activities were discussed. In particular there was a question of how the church would accommodate those who wished on Good Friday to do the Stations of the Cross in the Sanctuary, apart from the community-based ecumenical service.

Josie Ellis led an update and discussion of *Go and See*. The main topic discussed included an expansion of *St. Stephen's Table's* mission, and what would be required to accomplish this, including fund-raising, and who would be materially involved. Caleb Harmon was approached as to the possibility of involving/serving children and families from Morningside School. Discussion involved estimating how many we could serve, with an initial estimate between 50 - 125. The idea would be to bring meals there. Administrative concerns would need to be discussed with the school. This discussion was considered "brain-storming"

Spring Newsletter Progress. The initial newsletter was full of things, and the current

folder for the Spring newsletter has a number of offerings. It was suggested to have more pictures to enhance the articles and make it more visually appealing. Although it is a bit delayed, as Easter is early this year, Sarah will put things together after Easter.

Josie Ellis led a discussion of the format of the minutes. The merits and drawbacks of the current verbatim format were reviewed, and the sense of the meeting was to have the Clerk change the format to summarize the discussions. This shorter format will be used henceforth.

II. Clerk Report: Minutes from previous meeting: February 27, 2024

a. corrections were offered and accepted.

b. Minutes approved (as corrected).

Motion by: Josie Ellis

Seconded by: multiple voices

Approval: unanimous

III. Old Business

A. Action Items from Previous Meeting

1. Find out whether Vestry members have to do Safe Church Training. Mostly encouraged for lay leaders.

Required if working with youth or children, or a lay Eucharistic minister.

2. Read and approve the Parochial Report

These were completed.

IV. Committee Reports and New Business

Financial report (Suzanne White)

The Parochial Report was approved by email vote. Due to the shortened period, the Finance Committee didn't meet this month.

Property Committee (John Garinther, Chris Plankey)

Discussions of the HVAC system have dominated the past 3 months meetings, and a spreadsheet has been created to capture all the details of things needing attention.

The new sign for the front lawn is now finished and ready to be installed.

New issues have arisen requiring attention:

1. The water fountain broke and needs replacement.

2. The Slate roof needs repair due to high winds. Wolliver is our repair provider.

3. Spring Workday will be April 20, which will occur alongside Paint and Sip in the Auditorium.

Stewardship (Wendy Coakley)

Two additional pledges came in, raising the total for 2024 to 85. By contrast, in 2023 there were 89. Some individuals are “front-loading” their pledge payments so we have taken in 37% of anticipated pledge income already. Our bills are also higher this season. Vestry members offered positive comments about the Stewardship Committee.

Wardens’ Report (Josie Ellis. John Garinther),

On the Refresh: floors will be stripped and changed this Weekend.

Rectors Report (Rev. Nina Pooley)

Rev. Pooley went over the Holy Week schedule which is contained in her report. It is very busy this year.

The Diocesan Commission on Ministry has set Sharon Billetter's ordination date for April 27 at 10am. There will be an organ concert the same day at 3 P.M., making things a bit tight. There was some discussion of the diocesan process by which new deacons are assigned in the diocese and whether Sharon Billeter might be assigned to St. Stephen’s.

Rev. Pooley discussed her upcoming trip to the Episcopal Convention in early April. She is part of the secretariat, which takes care of the process, minutes, everything. House of Deputies, House of Bishops. She will help manage the voting process, which can happen at any time in a session.

Sunday the 28th Bishop Fisher will officiate and give confirmation. There will be a celebration for Confirmands following the service.

The Pastoral Care refresher went well.

Action Items from this Meeting:

1. New way of summarizing the minutes by the Clerk will begin with the minutes for this meeting.
2. Rev. Nina Pooley will connect with Chris Perry re possibility of Good Friday opening for the Stations of the Cross in the Sanctuary. She also had some personal items to attend to regarding Palm Sunday, and checking with Caleb Harmon. My personal action items.
3. Volunteering is encouraged to participate in the Spring cleanup Day April 20.

Next Meeting scheduled:

1. Vestry Meeting in-person April 23, 2024, 7 P.M., Sear Room.

V. Closing Prayer offered by Rev. Pooley

VI. Adjournment: Meeting adjourned by unanimous consent.