

ST. PAUL'S EPISCOPAL CHURCH

310 Elizabeth Street, Maumee, Ohio 43537 | 419.893.3381 | www.stpaulsmaumee.org

Final Vestry Minutes February 19, 2019

Present: Paul Board, Joanie Asendorf, Jerry Martz, Todd Deye, Jaimie Deye, Jennifer Elliot, Adriana McNally, Deno Music, Jonathan Ashton, Linda Fayerweather, Carol Sachs and Tom Weeks

Absent: Jim Dorton

Welcomed Guests: Jennifer Vasquez and Rick Volkmer

Paul opened with prayer at 7:00. He extended warm welcome to the new Vestry members and all attendees introduced themselves. Paul then briefly reviewed the agenda and outlined some key procedures and expectations for new (and existing) Vestry members.

I. January Meeting Minutes

Correction to minutes were offered by Deno in that the EWP distribution amounts are incorrect. Paul will advise corrected values (See **bold** below) and will then ask Dawn to edit them for our next meeting's Vestry approval. *All approved this approach by verbal acclamation.* **Amended January minutes 2019 text: Preschool: Ended the year with \$17,865.94 in allocated support. Per vestry policy, half is directed to the preschool for reinvestment. \$6,000 of this went to teacher year-end bonuses per a previous vestry resolution in December. \$2932.97 is saved for future preschool investment. The other half determines the amount designated from vestry for outreach fund, \$8932.97.**

II. Paul: Parochial report

Linda offered a correction that Carl's name should be changed. Jennifer noted additional language corrections. **Moved to accept with changes by Joanie and Jonathan seconded. Passed unanimously.**

III. Rick Volkmer's proposal

Rick was invited to offer a proposal for a new "Building Manager" position as he is stepping down as Parish Manager effective March 1, 2019. Details of his proposal were included as an attachment and included a full-time position that combined Parish Manager and Sexton, with full benefits. Questions from Carol and Jerry about what duties the role would entail, versus our current approach of both a part time Parish Manager and a part time Sexton. This report will go to Personnel Committee who will develop job descriptions and present options to Vestry for consideration in the next meeting. Many thanks to Rick for his valuable service!

IV. Jennifer Vasquez: Christian Formation Update

Formation – Our Lenten Series will be on "The Mystics" in addition to other scheduled events.

Inreach – Groups are forming well. We are considering new techniques for Welcoming Committee in initial engagement and follow-up practices.

Outreach – We discussed ideas for using the Dudley House. For the next year, it appears that no refugees will be in the Toledo area to consider using the house due to restrictions on immigration. Last meeting, Jennifer submitted

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some options for use of the Dudley House, including pure economic rentals or using for church purposes: meeting rooms, storage, space rental, creating an outdoor classroom on the grounds, etc. Note that offering a rental property ties us into that singular approach without options for usage for church purposes. Paul reviewed property tax implications as well as potential restrictions for other uses, e.g. youth group. What are the opportunities to generate income and be missional and who would be best to explore our options, as a home? Paul 'called time' on the topic to explore Linda's model of renting at less than market value to a family in need. Paul and Jennifer will explore opportunities to rent the house to someone in need with credible financial qualifications and will advise if immediate reaction is required for approval from Vestry.

"Guns to Gardens" – A lay person from St. Andrew's West Mission Area meeting (Quarterly) of the diocese suggested that this may be an initiative worth considering, which was approved and which we have agreed to host on April 28th. A qualified blacksmith with a portable forge may convert firearms from police to usable garden tools 'on site'. Maumee schools may promote the event, but not co-sponsor. West Mission Area wants to spread into a three-part event series both from a time and geographic standpoint across the area. St. Paul's would be first, with more details to follow. "Guns to Gardens" would be both a presentation and an exhibition. Insurance aspects would likely need to be investigated, e.g. our requiring sufficient coverage of those using our campus.

Music Camp – Update...Jennifer is researching programming as this continues to evolve.

V. Paul: New altar hanging update

New purple altar hanging mock-up/design was presented. \$4,000 is now in bank and \$2,000 in pledges are available today, which gets us closer to the estimated \$10,000 needed. Waiting for quotes. Altar Guild chairpersons have reviewed design. No action taken, as this was informational.

VI. Paul: New wireless microphones and secure Bluetooth adapters for Parish Hall and EWP.

Discussion - Wireless microphones need to be replaced as our frequency has been sold by the FCC. Discussion also about (2) secure Bluetooth adapters. Torrance vendor quote was included in Vestry packet for our review.

VII. Todd – Tigges Trusts Status

Tigges trusts (Ken's and Mary Anne's) general parameters, similarities and differences were briefly, along with current status were explained. Our current process is that Bill Heywood is drafting a recommendation to the Finance Committee for their review and action in referral to Vestry for decisions to be taken. Mary Ann's gift has been received and Ken's has yet to be received. Jonathan: Our due diligence will include reviewing our situation with Bill Heywood's partner and better understand our options. Jerry – We are discussing creating a capital budget to better understand our potential outlays and resources longer term so that we can plan for any capital campaigns and use of the gifted Preservation Endowment, 'Ken' fund and 'Mary Anne' fund.

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VIII. Paul: EWP Summer Camp

This new program has been announced to parents, as EWP felt it necessary to give advance notice of this new proposed Summer program as soon as possible. The new program is minimal economic risk and a significant upside potential to engage our clients in the summer, extend employment our EWP staff and likely generate some income. **Carol moved to approve and Todd seconded. Passed unanimously.**

IX. Paul: New Vestry officer elections

Senior Warden: Joanie Asendorf - Todd moved and Carol seconded and Joanie was approved. No other candidates were offered. Passed unanimously.

Junior Warden: Todd Deye - Joanie moved and Deno seconded that Todd be Junior Warden. Passed unanimously

Clerk: -Jerry Martz Volunteered, Carol moved and Todd seconded . Passed unanimously

Treasurer: Linda Fayerweather – Adriana moved and Todd seconded. Passed unanimously

X. Paul: Organization Chart and Committees

Volunteers were solicited. Adriana agreed to be the Christian Ed Vestry liaison. Others are to be discussed further at the retreat and committees fleshed out...**March 9th 9-3 at 577 Foundation.**

XI. Paul: Vestry Recruitment committee chair

As Junior Warden, Todd and needs to recruit a 5-year term member for Vestry Selection and report in March Meeting. Todd suggested nominating himself in that role, with recommendation to likely be at March meeting.

XII. Linda: Treasurer's Report

Explanation of standard monthly statements was given by Linda. A question arose on amount of EWP allocation on "Vestry Monthly Report", (potential error in that amount as it should be allocated monthly). Linda will check and advise. Paul explained allocated direct support, especially for new members, – EWP pays no rent, utilities, other overhead expenses which are appropriately allocated based on a percentage of their usage. Note also that 'overage' of EWP revenue versus expenses is allocated revenue, not surplus, which is divided equally between EWP and Outreach.

Linda asked that we please let her know in our routine discussions of the Treasurer's Report of any other questions. Jerry asked about large gift at the end of 2018 and it was confirmed that it was received and deposited in the Operating Fund. Linda asked for approval. **Carol moved and Joanie seconded. Passed unanimously**

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XIII. Linda: Audit

This year, we will do an internal audit versus public a public audit which is not required. Jerry volunteered to help and we need two others from the parish to conduct on a future Saturday date to be advised.

XIV. Todd: Building and Grounds

We have a boiler issue with asbestos abatement. Two quotes were secured. Rick had recommended TES as the vendor and funding will likely be from Preservation Endowment. Todd is asking that Vestry approve the proposal form TES at a cost of approximately \$840 from the Preservation Endowment, otherwise it will be drawn from the Operating Fund. Note that EWP cannot be in session while abatement is being done, so timing is important. **Todd moved to take out of the Preservation Endowment. Deno Seconded. Approved unanimously.**

XV. Additional/Recap

- I. Committee Reports
 - a. Vestry
 - i. Stewardship – no report
 - ii. Insurance – no report
 - iii. Strategic – no report
 - iv. Human Resources – (See Rick Volkmer Proposal)
 - v. Buildings and Grounds – (See above report by Todd)
 - b. Programming
 - i. Liturgy – no report
 - ii. Lenten Programming – (See above report by Jennifer)
 - iii. Christian Formation – (See above report by Jennifer)
 - c. Inreach
 - i. Pastoral Care – no report
 - ii. Welcome – (See above report by Jennifer)
 - iii. Fellowship – (See above report by Jennifer)
 - d. Outreach
 - i. Outreach – (See above report by Jennifer)
 - ii. Under One Roof – No report
 - iii. Preschool – (See above report by Paul)

Joanie called the meeting to a close at 9:06.

Respectfully submitted by
Jerry Martz, Clerk

