

ST. PAUL'S EPISCOPAL CHURCH

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

Draft Vestry Minutes January 18, 2021

Present (remote via Zoom video conference): Paul Board, Jaimie Deye, Will Finnegan, Deno Music, Mark Christophono, Jonathan Ashton, Jerry Martz, Carol Sachs, Adriana McNally, Jennifer Hoelzer, Tom Weeks and Jim Dorton.

Excused: Jennifer Elliott

Paul opened with prayer 7:02 PM followed by informal dialogue.

The December 15, Vestry Meeting minutes were reviewed and discussed without any editing required.

Motion to accept minutes was made by Deno Music and seconded by Jaimie Deye. No further discussion. Passed unanimously.

- I. Rector's Report
 - A. COVID-19 – Paul is formulating plans for celebration of Holy Week under Diocesan guidelines, which plans will be advised.
 - B. Parish Secretary – Morgen will deliver her baby January 29th and is now at home self-quarantining. She will be gone for twelve weeks of maternity leave. Paul suggested that we consider a “Temp” employee for the 12-week period, using a “Temp Service” to execute our search and vet candidates. We anticipate three hours per day will be needed for purely clerical duties at \$22.50/hour, with the employee receiving \$15.00/hour. Alternatively, Paul will pursue recruitment of parishioners for selected clerical duties and advise.
 - C. Livestream Engineer – Bekah Vasquez continues to provide livestreaming engineering services each Sunday. Jack Robinson has started training as well to substitute for Bekah, as needed.
 - D. Christian Formation (new agenda discussion item) - Paul introduced a proposed initiative being floated by Jennifer Vasquez to serve as a West Mission Area “regional” Christian Formation adult educator, with proposed details being discussed among other Episcopal parishes. This is a tentative initiative still in formulation, but a number of parishes are interested in funding. Jennifer will pursue on her own, but we should be aware as it progresses. Paul feels that we should consider supporting this initiative under existing line item funding for a DCE in our 2021 budget.
 - E. Annual Meeting – This meeting will be on-line only, which will likely require registration of participants, versus how we conducted the past annual meeting on-line. We need to address the on-line logistics to ensure a valid quorum (50 persons) and proper voting, given the fact of active members attending who are not technically “members-in-good-standing and known to the Treasurer” who give, but do not pledge, and are therefore ineligible to vote. Zoom registration and voting technology will require one device per person to ensure a proper quorum and vote count. We will need to communicate the voting limitations as part of the registration process. Vestry approved the Zoom registration approach.
- II. Senior Warden's Report – Jonathan
Jonathan offered his thoughts and thanks for vestry's efforts over the past year with its unique challenges. Vestry offered its thanks to Jonathan for his exemplary service.
- III. Junior Warden's Report – Jaimie
Jaimie added her thoughts as well in support of Jonathan's comments.
- IV. Treasurer's Report – Mark
Finance Report – The December year-end financial reporting was presented by Mark.

ST. PAUL'S EPISCOPAL CHURCH

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

Draft Vestry Minutes January 18, 2021

Motion to accept the Treasurer's Finance Report was made by Jim Dorton and Deno Music seconded. No further discussion. Passed unanimously.

- A. Audit – A meeting is scheduled for this Wednesday to review the audit with the auditing firm and also discuss potential accounting methods changes to correct and clarify proper financial status.
- B. Saint Paul's 2021 budget - Mark commented on 2021 budget highlights. Paul made a presentation of the draft budget (Version 10C) with supporting details of three possible budget options:
 - 1.) No Change for 2021 (Col D.)
 - 2.) 3% Raise for staff/No Dir. Of Christian Education, (Col. E) and
 - 3.) 3% Raise for staff /With Dir. Of Christian Education (Col. F)Other options were also briefly discussed.
(Note that both options 2 and 3 assume starting the CDE position in July at a budgeted ~\$20,000 per annum, with ~\$10,000 in 2021, with additional payroll tax and Diocesan assessment economic impacts to be added to these estimates.)

Vestry's detailed review and discussion followed.

Paul suggested that a budget Zoom meeting discussion (Finance Forum) be scheduled on the Thursday before the annual meeting, February 4, to review 2021 budget details in advance and field parishioners' questions. This has been our practice in the past and has proven most beneficial. It will be scheduled and communicated by Paul.

Motion to accept the budget option with a 3% raise and with the DCE position as described in the budget was made by Deno Music and Mark Christophono seconded. No further discussion. Passed unanimously.

- C. Software – We are still considering whether we stay with current products or change to alternative solutions with Mark to follow-up and advise.
- V. Committee Reports
 - A. Vestry
 - i. Stewardship – The committee will follow-up with parishioners who have not yet pledged in 2021.
 - ii. Insurance – No report
 - iii. Human Resources- No report
 - iv. Building and Grounds -
 - 1. Doors – Jaimie reported the door repair status for Todd – The committee is securing two additional quotes to fix door hardware instead of replacing, with the details to be advised and reported to vestry. All repairs will most likely be under the budgeted amount.
 - 2. Stained glass altar windows lighting – A generous gift was provided and a “back-lighting box” will be installed in 2021. Quotes are now being garnered.
 - v. Energy Audit – No report
 - B. Formation
 - i. Christian Education - No report
 - ii. Inreach

ST. PAUL'S EPISCOPAL CHURCH

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

Draft Vestry Minutes January 18, 2021

1. Pastoral Care – No report
 2. Welcome – No report
 3. Fellowship – No report
- iii. Outreach
- iv. Under One Roof – It was a very successful year in serving over 2,100 individuals and over 700 families in 2020, receiving over \$25,000 in donations and significantly increased food donations. Many thanks to all volunteers from Saint Paul's and beyond.
 - v. Preschool – (See draft budget comments.)
 - vi. Worship – No report

VI. Other Business - None

Note:

Finance Forum	Thursday, February 4, @7PM via Zoom
Annual Meeting	Sunday, February 7, @ 11AM via Zoom
Next Vestry Meeting	Monday, February 15, @ 7PM via Zoom

Meeting was adjourned at 8:29 PM.

Respectfully submitted by _____
Jerry Martz, Clerk