

ST. PAUL'S EPISCOPAL CHURCH

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

Vestry Minutes

April 15, 2025

P – Present

Z – Zoom

E – Excused

A - Absent

Steve McNally - P	Gail Burgin - P	Mark Christophono - Z
Jaimie Deye - P	Katie Burns - P	Glenous Favata - P
Jerry Martz - P	Jennifer Hoelzer - P	Bill Fayerweather - P
Ken Ludwig - P	Ken Robinson - Z	Donna Dick - P
The Rev. Dr. J. Paul Board - P		

Minutes taken by Donna Dick

Paul opened with prayer at 7:00 PM. Informal dialogue followed.

The March 2025 vestry minutes were reviewed, and 4 corrections were suggested.

Motion to accept the March minutes with the 4 corrections was made by Glenous Favata and seconded by Bill Fayerweather. No further discussion. Passed unanimously.

I. Rector's Report

- A. May Vestry Meeting - Due to a conflict with Paul's schedule the meeting will be moved to Sunday May 18th at 4:00 pm. The Finance committee meeting, which is usually prior to the vestry meeting, will meet May 15th at 7 pm. VBS - Vacation Bible School is scheduled to take place June 16 through the 20th from 9AM-12PM.
 - i. Cost will be approximately \$500. Parish will be asked for donations, and Paul will donate if not enough money is raised.

Motion was made to have Vacation Bible School this summer from June 16th through the 20th from 9AM-12PM by Jerry Martz and it was seconded by Jaime Deye. The motion passed.

- C. Music Camp - There is a desire to hold a music camp for junior and senior high youths.
 - i. Tentative dates are July 11, 18, 25 and August 1, and 8 from 4:30-6:30 PM.
 - ii. Jennifer Vasquez and Brad Cresswell will co-lead the camp.
 - iii. They will not perform at the Maumee Indoor Theater, may perform on stage at St. Paul's or Sunday morning. Option would be to create a movie/short film.
 - iv. Estimate 12-15 youth.
 - v. Goal is to receive \$500 grant from the diocese. We own the music.
 - vi. This would be a way for kids to bond.
 - vii. There was some discussion about the funding for both the VBS and the Music Camp. It was brought up that we need to budget for items in advance and not depend/hope to obtain

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monies from donations or from another area in the budget. This needs to be further evaluated by the finance committee and vestry.

Motion was made by Glenous Favata to hold the Music Camp on the tentative dates of July 11, 18, 25 and August 1, and 8 from 4:30-6:30 PM, and Katie Burns seconded the motion.

- i. After some discussion on how special activities such as VBS and Music Camp are funded, an amended motion was made.

An Amended Motion to hold the Music Camp on the tentative dates of July 11, 18, 25 and August 1, and 8 from 4:30-6:30 PM contingent on receiving the grant money was made by Ken Robinson and seconded by Jerry Martz. The Amended Motion did not pass.

Motion to hold Music Camp Passed.

D. Interfaith Cooking Classes

- i. Jennifer Vasquez has received a \$1300 grant from Interfaith America to have an Interfaith Group Cooking Club which will meet monthly (or so) through the end of 2025. The tentative timing is to begin May 10 and continue to meet the 2nd Saturday of every month from 10:30-12:00 AM. (Note: Schedules are still being coordinated)
- i. Jennifer applied for this grant by herself and money is not going through the church finances so there is no impact on the budget.
- ii. There was some discussion about the lines blurring between personal activities and parish activities.

A motion was made to support Jennifer Vasquez to have the cooking class in St. Paul's Fellowship Hall by Glenous Favata and Jennifer Hoelzer seconded the motion. The motion passed with 2 abstentions and 1 no vote.

E. Columbarium - We are running out of room in the Columbarium.

- i. There are some remains of people in the upstairs area where we currently hold children's church.
- ii. When the wall outside was built it was with the assumption that all the ashes upstairs would be moved for free outside to the Columbarium. Paul has moved some of the ashes outside into the Columbarium himself.
- iii. There is a quote of \$20,832.00 that was given to the church in 2021 for the cost to add new niches outside.
- iv. This quote did not include the bricklayer portion, only for the purchase of the metal
- v. It is recommended that we have a committee get a new quote and find out the total current cost.
- vi. Action Items: (1) Paul and wardens to determine process and next steps to address the columbarium issue.

F. Organization Chart - Paul updated the chart based on the suggestions from the March meeting.

- i. Gail Burgin suggested one spelling correction - Bruce Burgin's name

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G. Rector's Endowment Memo –Paul provided document detailing purpose and usage of each.

II. Senior Warden's Report - Steve McNally compiled a list that was emailed to the vestry of potential goals/objectives and points of interest from the vestry retreat, and recommended that vestry discuss the items listed at our May meeting.

III. Junior Warden's Report - Jaimie Deye

Jaimie Deye reported that Deno has accepted the opportunity to serve on St. Paul's nomination committee for a 5-year term.

III. Treasurer's Report – Ken Robinson

Finance Report was given by Ken Robinson.

Some discussion followed, including the recommendation to consider seasonality when analyzing budget on a monthly or year-to-date basis. Due to the limited number of hours that the book keeper works, though, it may not be possible for her to provide such detail. The finance committee will look into this.

VIII. Committee Reports

A. Vestry

i. Strategic Planning – no report

ii. Buildings & Grounds –

1. Door Repair – the Main Door to the parking lot required maintenance repair.

2. Vestry Executive Committee approved this repair at a cost of approx. \$1,065.

iii. Communications – no report

iv. Human Resources

1. HR Committee is reviewing the personnel policy, which was last updated in 2016.

2. Anticipated goal is to present to vestry this fall

v. Stewardship - Jerry Martz reported that the theme this year is "Walk in Love"

1. It will be a year-round effort to engage people to help them understand where they are in their journey

vi. Insurance – no report

vii. Building Use Committee – no report

B. Formation

i. Christian Education – No report

ii. Inreach – No report

iii. Outreach

1. Land development committee will be meeting in May and June

A. Fran and Jaimie will survey the parish to determine where interests lie.

2. Maumee Farmer's Market

A. Begins May 28, 2025

B. During school year, 20 families receive bags that are sent home with the students with fresh produce

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- C. Looking for community sponsorship to continue this during the summer months

Motion made by Ken Robinson and seconded by Jerry Martz to authorize spending \$1000 for Maumee Farmer's Market season (\$40/week) if the Memorial Endowment Committee is aligned with this proposal. Passed unanimously.

- C. Under One Roof

- i. Meeting scheduled next month – there is a possibility of losing funding for this. More discussion will be forthcoming.

- D. Preschool –

- i. Discussion was had regarding the need for a refrigerator to be located in the preschool area for use by the students for lunch/drinks. Although a quote was in-hand, Vestry decided to table this request for further discussion at our next vestry meeting.

Motion to discuss Preschool refrigerator purchase at May meeting made by Ken Robinson and 2nd by Bill Fayerweather. Passed unanimously.

II. Other Business

The next regular Vestry meeting will be held on May 18th at 4:00 pm.

Closing prayer offered by Jerry Martz.

Motion to adjourn was made by Ken Robinson. Meeting adjourned at 9:07 pm.

Respectfully submitted by _____
Donna Dick

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Exhibit A

Potential Vestry Goals/objectives as compiled by Steve McNally following the March 8, 2025, Vestry Retreat:

- In general, it may be the right time to initiate a St. Paul's strategic planning initiative as the last strategic planning exercise took place over 10 years ago.
- Stewardship is about setting an expectation of discipleship via "showing up" with time, talent, and treasure. During the upcoming year, we should task the Stewardship Committee with better understanding the members of the St. Paul's community and then developing and executing a clear stewardship strategy and plan.
- We should assess our Outreach activities (what is the nature of our current outreach and who is driving it) and, ideally, develop a Parish outreach strategy, plan, and schedule.
- We should tackle the question of how we actively grow St. Paul's leadership and drive engagement. Most likely, we should identify and target specific individuals. There may be an opportunity to leverage Nominating Committee discussions as an input to identifying St. Paul's leaders beyond recommending Vestry candidates.
- Knowing Paul's retirement will be sooner vs. later (e.g., in 5 +/- years), we should consider developing a Rector Transition Plan, starting with gaining a clear understanding of Paul's unique roles and responsibilities that are unlikely to be part of a future Rector's role (e.g., IT leader).
- We should develop a cash flow forecast/analysis, likely updated monthly, once Mariia gains comfort with her current responsibilities.
- We should determine the sewer repair requirements and related cost estimates and then plan and budget for these repairs accordingly.
- Our new Treasurer and the Finance Committee should develop new monthly financial reporting that is formatted to facilitate Vestry review, understanding, and discussion.