

# ST. PAUL'S EPISCOPAL CHURCH

310 Elizabeth Street, Maumee, Ohio 43537 | 419.893.3381 | [www.stpaulsmaumee.org](http://www.stpaulsmaumee.org)

## Vestry Minutes

November 18, 2025

P – Present

Z – Zoom

E – Excused

A - Absent

Steve McNally - P	Gail Burgin - P	Mark Christophono - P
Jaimie Deye- P	Katie Burns - P	Glenous Favata - Z
Jerry Martz - P	Jennifer Hoelzer - P	Bill Fayerweather - Z
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 October 2025 vestry minutes were reviewed, and 1 correction was suggested.

**Motion to accept the October minutes with the suggested correction made by Katie Burns and seconded by Gail Burgin. No further discussion. Passed unanimously.**

Jonathan Ashton, Chancellor of St. Paul's church, was invited to attend the meeting to help with three resolutions listed in the November agenda packet, namely 1) FIRST AMENDMENT TO THE TRUST AGREEMENT Designated as The Operating Endowment Fund Trust, 2) Operation Endowment Fund Trust Advisor, and 3) Credit cards used for parish operations

**Motion made by Ken Robinson and seconded by Bill Fayerweather to adopt the FIRST AMENDMENT TO THE TRUST AGREEMENT Designated as The Operating Endowment Fund Trust as presented in the November Vestry Agenda Packet. Passed unanimously.**

I. Rector's Report

A. Lay Employee Pension

- i. Staff evaluated each employee's pension payments and confirmed we have correctly set up and funded all lay employee pensions, with one exception, in accordance with the standards set forth by the diocese.
- ii. Staff determined that Jane Weber was incorrectly set up in the pension fund as she has always worked below the minimum required hours to be included in the plan and therefore the \$7,000 in employer contributions made on her behalf were made in error. St. Paul's will not reclaim this amount but will not make further pension payments on Jane's behalf going forward.

B. Rector's Cell Phone

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- i. Paul is removing his name as administrator of the various church accounts where he was listed.
- ii. Paul will keep his cell phone number after he retires and will direct any calls he receives that are related to the church to the church office.
- iii. Ana Souza will monitor Paul's email account after he retires.

### C. Diocesan Convention

- i. Ken Robinson, Steve McNally and Jeff Strayer were St. Paul's delegates to the Diocesan Convention held on November 14<sup>th</sup> and November 15<sup>th</sup> in Wooster, Ohio.
- ii. The Dignity Not Hate Resolution, submitted by Paul and St. Paul's Vestry, passed at the Ohio Diocesan Convention. Multiple other dioceses have also passed the Dignity Not Hate Resolution. The Dignity Not Hate Resolution will now be forwarded to the National Office for the 2027 National Episcopalian Convention.

## II. Senior Warden's Report - Steve McNally

### A. Rectors Retirement

- i. Jaimie Deye has sent a letter to the parishioners informing them of Paul's retirement party which is planned for December 13<sup>th</sup> at the Hilton in Levis Commons.
- ii. Paul estimated that approximately 85 people will attend.
- iii. Meal costs will be approximately \$50 per person. That said, several people related to the church have connections with Hilton, thus we may be able to negotiate a lower cost. Jaimie will contact them.
- iv. Final cost for each person will be supplemented from the discretionary fund.
- v. Paul has requested, as a retirement gift, to have his portrait added to the row of portraits of previous St. Paul's priests which are in the guild room. We would also like to have a portrait of Paul's predecessor priest included on the wall.
- vi. Jaimie has contracted with the artist. Paul's portrait has been started and will be completed by the December 13<sup>th</sup> party.
- vii. The costs for each portrait is \$4,700.
- viii. Jaimie will send another letter out letting everyone know the details for the retirement party, including signup procedures, and everyone will have a chance to donate for the gift.

### B. Rectors Search Committee Chair

- i. Steve has been working with the Ohio Diocese's Canon of the Ordinary (Jessie Dodson), the person at the Diocese who assists parishes when a priest retires.
- ii. The Canon, on behalf of the Bishop, recommended an interim priest candidate for St. Paul's. Steve McNally and Jaimie Deye met with the candidate. Next step would be for Vestry as a whole to meet with the candidate. If Vestry approved hiring this interim rector candidate, Canon Jessie would then support St. Paul's in negotiating an interim rector contract. That said, after discussion, Vestry decided we should hold on appointing an interim rector until after Paul has retired.

**Motion made by Ken Robinson and seconded by Glenous Favata to table discussion on the hiring of an interim rector until January (i.e., after Paul's retirement). Passed unanimously.**

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- iii. Steve suggested that Todd Deye be the leader of the search committee.
  - 1. It was noted that Todd Deye could be a candidate to join Vestry in February when elections are held, and whether or not it was a good idea to have a person on Vestry also on the Rector Search Committee.
  - 2. It was also brought up that St. Paul's at this time has few active people in leadership and that it may be hard to get a committee together where the roles don't overlap.

**Motion was made by Katie Burns and seconded by Donna Dick to appoint Todd Deye as chairperson of the St. Paul's Rector Search Committee. The motion passed with 1 no vote and 1 abstention.**

### C. St. Paul's Land Statement

- i. There was some discussion with regard to the use of the word "we" within the land statement.

**Motion was made by Glenous Favata and seconded by Katie Burns to accept the St. Paul's Land Statement as presented in the vestry packet.**

**Motion was made by Ken Robinson and seconded by Jerry Martz to amend the St. Paul's Land Statement wording, removing the word "we" from the sentence reading "Once more we, God's people, turned from God and betrayed God's trust, and we turned against one another. St. Paul's Episcopal Church recognizes our obligation and desire to resolve past and present injustices through additional prayer, ministry and sustainable effective action to support Indigenous peoples." This amendment to the previous motion failed, with 5 voting for the amendment and 7 voting against it.**

- ii. Before calling the vote on the original motion, request was made that we specifically identify in the minutes who ultimately votes for or against adopting the St. Paul's Land Statement.
- iii. During discussion, many expressed confusion regarding the request as including specific names in the minutes would be inconsistent with past practice.

**Motion made by Ken Robinson and seconded by Bill Fayerweather to amend the St. Paul's Land Statement motion to include vote count with the names in the minutes. Motion failed with 2 votes in favor and 10 votes against.**

**Vote was taken on the original motion to adopt the St. Paul's Land Statement, and it passed with 9 voting to accept it as written and 3 opposing it.**

### III. Junior Warden's Report - Jaimie Deye

#### A. Vestry Nominations

- i. Jaimie is in the process of asking people to serve on vestry to replace those whose terms will expire in February.

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IV. Treasurer's Report - Ken Robinson

- A. Restatement of Operating Endowment - see above resolution
- B. Procuring credit cards from Signature bank

**Motion made by Ken Robinson and seconded by Jerry Martz to adopt the resolution provided in the Vestry Agenda packet to authorize Signature Bank, N.A., to issue credit cards with a corporate limit not to exceed \$25,000. Motion passed unanimously.**

C. Finance Report

i. Pre-school

1. Ken reported that the pre-school, without known vestry action, opened a checking account using St. Paul's tax identification number for the EWP Parents Organization. The only currently known signer is Cristy Seely, EWP Director. Other signers may have also been involved. This means St. Paul's has misrepresented our financial position to the Diocese and national Church; current balance in this account is roughly \$7,800. The Rector is trying to understand the provenance of this activity and the timing and usage of the same. St. Paul's became aware of this on November 13<sup>th</sup>, when for the first time, a paper statement was delivered via US Mail and detected by the bookkeeper. The Rector notified Ken in real time; Cristy Seely disclaims any knowledge of this.
2. Next steps:
  - A. Direct Cristy to seek all bank statements for the life of the account.
  - B. Close account and transfer via check to the EWP Account at Signature Bank
  - C. Evaluate need for continued existence and under what parameters.
  - D. Involve Jonathan Ashton as necessary for support.

ii. Erroneous expense categorization

1. Ken confirmed the inaccurate categorization of expenses. He spoke with the Diocese on 11/13. It will be corrected going forward.
2. Flags recently purchased by the parish with a supporting donor are in fact operating expenses. Funds received must come as temporarily restricted and then be moved to operating. This covers the expense but still is subject to the 14% assessment which we support.
3. Flower purchases and Parish Activities are also subject to assessment.

iii. Balance sheet

1. The balance sheet is incorrect due to legacy issues; the HNB checking is \$25,529. The correction will be tracked during St. Paul's annual review. This is an additional reason to hold an actual audit vs. our review of agreed upon procedures.
2. All HNB accounts should close by month's end.

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3. Allocation models have been shared via email.
4. Ken will appoint a task force to consider combining the Tigges Funds with the Preservation Endowment. More to follow
5. Plate revenue ahead of pace by ~ \$1.5K mostly due to holiday services and non-member income. Pledge revenue behind \$35K.
6. Overall expense unfavorable \$6K

### V. Committee Reports

#### A. Vestry

- i. Stewardship - Jerry Martz
  1. To date, 45 pledges have been returned compared to 85 total pledges returned by the end of the 2024 campaign.
  2. Letters will go out to those who have not made a pledge reminding them to pledge.
  3. Letters will also go out to people who have already pledged requesting them to consider a larger gift.
- ii. Strategic Planning - No report
- iii. Building and Grounds - No report
- iv. Columbarium - Jaimie Deye
  1. Jaimie presented the estimate from Armento for the expansion of the Columbarium, and informed vestry that in the last couple of months the cost has increased by \$1,500.
  2. Jaimie recommended that we should go ahead and accept the estimate given by Armento for a total cost of \$27,776 plus an installation charge of \$3460, which would be approximately \$32,000 plus freight.

**Motion was made by Ken Robinson and seconded by Gail Burgin to move forward with the Columbarium investment with a total cost of \$27,776 plus an installation charge of \$3460 plus freight, with the funding coming from the Memorial Endowment fund. Income received in the future related to the Columbarium will then be transferred back to the Memorial Endowment fund. Passed unanimously.**

- v. Communications - No report
- vi. Human Resources - Jerry Martz
  1. The revised human resource manual remains in progress.
- vii. Insurance - No report

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B. Formation

- i. Christian Education - No report
- ii. Inreach - No report
  - 1. Pastoral Care - No report
  - 2. Welcome - No report
  - 3. Fellowship - No report
- iii. Outreach – No report.

C. Under One Roof - No report

D. Preschool – No report

VI. Other Business

A. Help for All Saints with their pantry

- i. Jaimie Deye reported that beginning in January St. Paul's will help All Saints with their Pantry by donating hygiene products, cleaning and paper products. One item will be selected each month, and our parish will help provide that one item.
- ii. Jaimie spoke with Jane Music from our food pantry, and she felt it would not directly impact our food pantry.

B. Thank you

- i. Jaimie Deye reported that she had spoken with parishioner Bruce Yeager, he told her how much he appreciated and enjoyed getting the get-well cards from St Paul's after his stroke.

C. Computer and IT support after Paul retires

- i. Steve McNally has contacted a company called Arakyta about offering St. Paul's tech support after Paul retires, and they are getting a proposal together for the costs.

JerryMartz said a closing prayer.

**Motion to adjourn was made Jerry Martz at 9:27 pm.**

The next regular Vestry meeting will be held on December 16, 2025.

Respectfully submitted by Donna Dick  
Clerk