

# ST. PAUL'S EPISCOPAL CHURCH

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

## Vestry Minutes January 27, 2026

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 - E	Bill Fayerweather - E
Ken Ludwig - Z	Ken Robinson - P	Donna Dick - P

Minutes taken by Donna Dick

- I. Donna opened with prayer at 7:10 PM. Informal dialogue followed.
- II. Approval of Minutes
  - A. The December 16, 2025 Vestry minutes were reviewed and several minor corrections were suggested.

**Motion to accept December 16, 2025, Vestry minutes with corrections was made by Ken Robinson and seconded by Glenous Favata. No further discussion. Passed unanimously.**

- B. The minutes for the January 11, 2026, Vestry meeting with Canon Jessie Dodson were reviewed and several minor corrections were suggested.

**Motion to accept January 11, 2026, Vestry minutes with corrections was made by Katie Burns and seconded by Jaimie Deye. Passed unanimously.**

- C. The 189th Annual Parish Meeting Minutes were reviewed and there were no corrections.

**Motion to accept the 189th Annual Parish Meeting Minutes with no corrections was made by Jaimie Deye and seconded by Gail Burgin. Passed unanimously.**

- III. Senior Warden's Report - Steve McNally
  - A. Rector Transition
    1. There is one possible candidate for the interim rector position and a potential second candidate.
    2. Discussion followed regarding Vestry meeting with the one candidate and hopefully with the second one too.
  - B. 190<sup>th</sup> Annual Parish Meeting (Sunday, February 8<sup>th</sup>, 2026)
    1. Steve shared a draft agenda for the Annual Parish Meeting to be held on February 8, 2026, and noted he was working with staff and volunteer leaders to compile related reports and related materials.

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### C. St. Paul's Staff

1. There is an opportunity to enhance the personnel files for St. Paul's staff, ensuring all job descriptions are current.
2. As approved during the December 16, 2026, Vestry meeting, St. Paul's Parish Secretary (Ana Souza) was elevated to the role of St. Paul's Parish Administrator effective January 1, 2026. Consistent with this new role, a new job description, approved by the St. Paul's HR Committee, was included with the January 27 Vestry packet. The Vestry reviewed the current job description and provided feedback for consideration.

**A motion to accept the job description was made by Jerry Martz and seconded by Ken Robinson.**

**A motion was made by Ken Robinson and seconded by Jaimie Deye to table this motion until the February Vestry Meeting. Passed unanimously.**

### D. Pastoral Care

1. Due to Ohio Diocese rules, retired priest and current St. Paul's member Jeff Bunke cannot provide pastoral care for members of our parish on a consistent basis.
2. Other area Episcopal priests are allowed to provide pastoral care for members of our parish, and it was recommended that Pastor Julie Beitelschees from St. Paul's in Oregon and/or Reverend Gayle L. Catinella from St. Michaels in the Hills might be good options to ask for support until we appoint an interim rector. Steve will follow-up as appropriate.

### E. St. Paul's severe weather policy

1. Based on the consensus of the Vestry, if the weather bureau in Lucas County issues a level 2 or 3 severe weather warning, we will discourage people from driving to church. Depending on who is officiating that day, however, he or she can make the decision to either come to church to celebrate the service or choose to celebrate it online.

### F. St. Paul's Third-Party IT Support

1. If third party IT support is needed, we can contact West Shore Media Systems LLC (Kyle Folger, Owner)
2. This support will cost \$150 for the first half hour of a standard service call and \$85/per hour thereafter.
3. If handled remotely, this support will cost \$85 /hour charged in 15 min increments.

### G. Parochial Report

1. The Parochial Report for St. Paul's Parish needs to be completed and submitted to the Ohio Diocese by March 1, 2026. There are specific forms that the diocese sent to us to complete. Steve McNally and Ana Souza have begun to fill out these reports.
2. Jaimie Deye has offered to complete some of the written portions that need to be completed.
3. The report will be approved at the February 2026 Vestry Meeting.

### H. St. Paul's Communication Committee

1. The Vestry agreed we should have a St. Paul's Communications Committee.

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- a) Communications currently take place via the Website and the weekly newsletters
- b) We will seek volunteers to chair and be members of this committee.

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

#### A. Vestry Nominations

1. As approved during the January 11, 2026, Vestry meeting, the 4 nominations for the 2026-2029 Vestry Class are Cynthia Beekley, Todd Deye, Chas Mayo, and Carol Sachs.

#### B. Rector Portraits

1. We have raised approximately half of the money for the portraits of Paul Board and the previous rector.
2. There was some discussion as to placement for all the portraits, the 2 new ones and the ones currently in St. Paul's Guild Room. Since many parishioners do not go into the Guild Room, it was suggested that we find a new location to display the portraits, possibly in the hallway between the Sanctuary and the Parish Hall. But other locations could be considered, too.

### V. Treasurer's Report – Ken Robinson

- A. The yearly dividend money from the following endowment accounts can only be used for building preservation and related expenditures.
  - i. Schwier-Lamb
  - ii. Mary Ann Tigges
  - iii. Ken Tigges
- B. The Operating Endowment is the only account that can be used to help with the day-to-day operations of the church. In recent years, excluding the years around COVID, St. Paul's has had to take money out of this account to cover expenses.
  - i. During January 2026, we will return \$90,000 to the Operating Endowment Fund, representing the full amount borrowed from it during 2025.
  - ii. As we look forward, we need to bring our budget into a more sustainable one. We currently do not have enough money coming in with pledges and anticipated plate offerings to cover our expenses.
  - iii. If we continue to withdraw from the Operating Endowment account at the 2026 budgeted rate to cover our costs, the Operating Endowment will be depleted in 3 to 4 years.
  - iv. Discussion followed as to how our church can handle this financial challenge.

**A motion was made by Jaimie Deye and seconded by Jerry Martz to accept the Treasurers Report, including presentation of the current budget at the Annual Parish Meeting with the messaging that deficit spending is not sustainable and therefore Vestry will begin scenario planning with an update to the Parish in June. Passed unanimously.**

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II. Committee Reports - No committee reports were given.

There will be a brief Vestry meeting immediately following the Annual Parish Meeting on February 8, 2026, to elect new officers. The next regular Vestry meeting will be held on February 17, 2026.

**Motion to adjourn was made by Glenous Favata at 10:20 pm**

**Closing Prayer by Jerry Martz**

Respectfully submitted by Donna Dick, Clerk