

# ST. PAUL'S EPISCOPAL CHURCH

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

## Vestry Minutes

March 16, 2026

P – Present  
Z – Zoom  
E – Excused  
A - Absent

Steve McNally - P	Katie Burns - P	Todd Deye - P
Glenous Favata- P	Ken Robinson - Z	Chas Mayo - P
Gail Burgin - A	Ken Ludwig - P	Cynthia Beekley - P
Jerry Martz - P	Carol Sachs - P	Donna Dick - P

Minutes taken by Donna Dick

- I. Opening Prayer
  - A. Carol Sachs opened with prayer at 7:05 PM.
- II. Informal dialogue followed.
- III. Elizabeth Wayne Preschool Update - Christy Seely, Principal, invited to speak
  - A. EWP currently has 77 students out of 80 available spots filled.
  - B. There are 6 lead teachers, all whom have early childhood degrees, and 2 assistants.
  - C. Goal is to develop students spiritually, emotionally, academically, and physically.
  - D. Currently there are 66 students enrolled for Fall 2026, representing higher preliminary enrollment than last year at this time.
  - E. There is currently an EWP Parents Organization which raises money to pay for activities and classroom materials.
  - F. The financial calendar of EWP is on an academic year while the church is on a calendar year. These different reporting years can be problematic in terms of the church's financial budgeting and forecasting.
  - G. There was a question regarding the feasibility of EWP becoming an independent nonprofit organization from the church. Due to time restraints, further discussion on this topic was tabled. Therefore, Christy will be invited back to a future Vestry meeting to continue this discussion and answer other Vestry member questions.
- IV. Stewardship Committee Update - Kelly Trame, Stewardship Committee Chair, was invited to give an update on stewardship:
  - A. Kelly met with Rev. Gayle L. Catinella, Priest at St. Michaels of the Hills, who recommended that St. Paul's may benefit from a mind shift in how we think about stewardship. Specifically, our message to parishioners should be that stewardship is "Joyful giving out of abundance" vs. giving from what is leftover.
  - B. Kelly also provided some trends in philanthropy along with her personal thoughts for consideration:
    - ii Kelly is creating a thermometer graphic showing the pledges and gifts St. Paul's currently raised to meet the 2026 budget, and how much we need to balance the budget.
    - ii Kelly proposed we host several small group get-togethers to discuss giving.
    - ii We may need to make giving and increasing pledges easier for people.

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- ii Communication is also key to let parishioners know where we stand with the budget.
- V. A Vestry Photo was taken for 2026
- VI. Approval of Minutes
  - A. The February 17th 2026 Vestry minutes were reviewed, and no corrections were suggested.

**Motion to accept the February minutes was made by Cynthia Beekley and seconded by Katie Burns. No further discussion. Passed unanimously.**

- VII. Senior Warden's Report – Steve McNally
  - A. Interim Rector Search:
    - i. We have one candidate who is from the Cleveland area.
    - ii. The other candidate withdrew for personal reasons.
    - iii. We will be scheduling a time for Vestry to interview this candidate.
  - B. Faith Community Facilitator:
    - i. Pre-Discernment Retreat:
      - 1. We have now executed the Faith Community Facilitator Agreement with Donna Steppe.
      - 2. Steve, Glenous, and Todd will meet with Donna Steppe to discuss next steps.
      - 3. A Pre-Discernment Retreat, time and date to be determined, will be held with our Faith Community Facilitator. The retreat will include Vestry and a few additional St. Paul's leaders. The primary purpose of the retreat will be to clarify the types of partnerships and models of ordained leadership St. Paul's can consider and then to align on the direction we want to go at this time. Looking at St. Paul's financial projections, building and grounds assessment, and perceived current and future needs of our community will help inform this discussion.
  - C. Supply Priest Schedule:
    - i. See the Supply Priest Schedule within the March agenda.
  - D. Parish Easter Letter:
    - i. Steve will prepare an Easter letter that will be sent to all parishioners as has been done in the past. There was some concern over the cost of this mailing, but Jerry Martz volunteered to help pay for the postage if needed.
  - E. Discernment/Search Committee:
    - i. Todd Deye, who was previously appointed by Vestry to lead this committee, has been approached by some parishioners who would like to be on the committee. Todd noted he also has an idea of some specific individuals he would like to invite to be on the committee. No decisions will be made, however, until after the Pre-Discernment Retreat.
  - F. St. Paul's Staff
    - i. There are several people who will be on vacation during March and April:
      - 1. Steve McNally (3/22-4/02)
      - 2. Mariia Vozniuk (3/26-3/30)
      - 3. Ana Souza (3/27-4/10)
      - 4. Jane Weber (4/12 & 4/19). Jane has arranged for a substitute organist during the two Sundays that she is gone.

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- ii. Job Descriptions Reviews:
  - 1. The Human Resources Committee is working on job description reviews.
  - 2. There will be a meeting with Jerry Martz, Ana Souza, Parish Administrator, and Mariia Vozniuk, St. Paul's Bookkeeper, to clarify their roles and responsibilities.
- iii. Ohio Bureau of Workers Compensation (Ohio BWC):
  - 1. St. Paul's group administrator for services related to the Ohio BWC is Sedgewick. Historically, St. Paul's has enjoyed a 50% discount on workers compensation premiums by being part of this group.
  - 2. During 2025, though, St. Paul's missed the deadline for submitting required payroll information to the Ohio BWC and, as a result, the 50% discount has been removed. We will re-enroll in the discount program in a future year.
  - 3. We are formally removing workers' compensation coverage for Rev. Paul Board effective 12/31/25.
- G. 2025 Parochial Report:
  - i. The 2025 Parochial Report was submitted to the Diocese, and it is included within this March 2026 agenda packet.
- H. Pastoral Care:
  - i. The Lay Eucharistic Visitor Training was held February 28th, and there was a good turnout of people from St. Paul's and also from other churches.
  - ii. There are several items on the calendar where pastoral care is needed, as discussed.
- I. Bishop Anne Jolly Visitation:
  - i. Bishop Jolly will visit St. Paul's church on June 21<sup>st</sup>.
  - ii. Bishop Anne will hold Confirmation, Reception, and Reaffirmation of Baptismal Vows for those who have been prepared.
- J. Tentative 2026-2027 Vestry Calendar:
  - i. The current Vestry calendar is included within this March 2026 Agenda packet, but it will be adjusted so our meetings going forward will take place on Monday evenings at 7:00 pm instead of Tuesdays as listed.
- K. St. Paul's Committee Structure Review:
  - i. The list of St. Paul's Committees needs to be reviewed to see which ones are currently active.
  - ii. The committees should each have their function clearly articulated via board resolution.
  - iii. The Vestry members should look at the Vestry packet for additional detail.
- L. Diocesan Liturgical Commission:
  - i. The Ohio Diocese has organized a Liturgical Commission and Jonathan Ashton has been appointed Vice Chair of that commission.
- M. Lay Preacher Pathway Opportunity:
  - i. In June, there will be a new Diocesan training for those individuals who feel called to lead morning prayer service.
  - ii. The training has changed significantly this year, and it will be a 12-month online training program individuals will need to complete for certification.
- N. Angie Gillis's Goodwill Donation Support Request:

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- i. The church has been contacted about having a Goodwill Collection bin put in the church parking lot.
- ii. There was some discussion, including concerns, about having this donation bin in St. Paul's parking lot. Key concerns:
  - 1. The collection bin could overflow and St. Paul's would be responsible for keeping the area clean.
  - 2. Our parking lot is small and the collection bin would take up space.
  - 3. The collection bin might interfere with EWP drop off and pick up.
  - 4. The Goodwill is a worthy organization which helps those in need, and we could contribute by allowing them to place their collection bin on St Paul's property.
  - 5. Ken Robinson will perform additional research regarding this request and report back to Vestry at a future meeting.

### O. Cash Flow Needs

- i We have a serious cash flow problem. It is troubling that approx. 45% of people who have turned in pledge cards for 2026 have not yet donated anything this year.

P. The Pilgrim's Mass will start up again on Tuesday, April 14<sup>th</sup>.

VIII. Junior Warden Report - Glenous Favata - no report

IX. Treasurer's Report - Ken Robinson

#### A. Finance Report

- i Finance Committee is pursuing a Line of Credit either with Signature Bank or with Schwab
  - a) This would help with cash flow timing needs so that we wouldn't have to borrow from the endowments and incur potential penalties.
- ii The Finance Committee is researching the possibility of combining the two Tigges endowments into one during 2026 and then potentially combining it with the Preservation Fund during 2027. The Tigges name would be kept on the combined endowment fund.
- iii The Tigges funds will be used to pay for the epoxy floor that was just completed 2 weeks ago in the basement.

### X. Committee Reports

#### A. Vestry

- i Worship Team:
  - a) The worship leaders have been determined through the end of April.
- ii Stewardship - See above
- iii Buildings & Grounds:
  - a) This committee has received 3 quotes to have the parking lot repaved and new lines painted.
  - b) There was some discussion about the contractors, because several people had experience with one of them.
  - c) It was decided that St. Paul's should contract with Rutters & Dudley Asphalt Maintenance. Inc. to do the work.

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**Motion was made by Glenous Favata and seconded by Cynthia Beekley to contract with Rutter & Dudley to resurface the parking lot and paint new lines for \$2,435.00. Motion, as amended, passed unanimously.**

**Motion made by Ken Robinson and seconded by Cynthia Beekly to amend the previous motion to increase the amount to \$3,615.00. Passed unanimously.**

- d) Fence - The B&G Committee is working on getting quotes to have the fence alongside the parking lot removed. First estimate is for \$8,000.00.
- iv Communications Committee:
  - a) Right now communication is through the website, Communicant, and announcements made in church during service. Communication should be both ways so that we can get feedback and communication from parishioners too.
  - b) This committee has not been formed yet.
- v Human Resources - Jerry Martz
  - a) The church employee handbook has been reviewed by the Diocese and they were very complimentary about it.
- vi Insurance - Steve McNally
  - a) Meeting with St. Paul's insurance broker to be scheduled in April.
- B. Formation
  - i Christian Education - No report
  - ii Inreach
    - a) New Member/Welcome Dinner
      - (1) There was some discussion about having a potluck dinner in conjunction with the Bishop's visit and including returning members.
      - (2) Some thought including returning members was a good idea. Others thought it was not a good idea to include those returning after long absences because it rewards being absent.
    - b) Pastoral Care - See VII H above.
    - c) Welcome
    - d) Fellowship
  - ii Outreach
- C. Under One Roof - No report
- D. Preschool
  - ii Playground
    - a) There was a \$5,000 donation by an individual given to the preschool to use however the preschool saw fit.
    - b) Fundraising began 3 years ago to raise money specifically for new playground equipment. There is approximately \$5,500 that has been raised thus far.

**Motion was made by Ken Robinson to table discussion on the purchase of preschool playground equipment and classroom materials for EWP at a total cost of \$11,500 until the April 2026 Vestry meeting and was seconded by Jerry Martz. The vote was taken. 8 voted no and 2 voted yes.**

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**Motion was made by Todd Deye and seconded by Glenous Favatato to approve purchase of the playground equipment for EWP at a cost of \$5,500 using only the money that has been collected specifically for the new playground equipment. 8 voted to approve and 2 were opposed.**

XI. Other Business

- A. Going forward the regular Vestry meetings will be held on Mondays.

The next regular Vestry meeting will be held on Monday, April 20<sup>th</sup>, 2026.

**Jerry Martz said a closing prayer**

**A Motion to adjourn was made by Jerry Martz at 10:14 pm.**

Respectfully submitted by Donna Dick, Clerk