ST. PAUL'S EPISCOPAL CHURCH

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

Vestry Minutes
July 20, 2026

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

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

Minutes taken by Donna Dick

Meeting opened at 7:00 PM with informal dialog and a prayer by Rev. Patricia Rose.

The June 2026 vestry minutes were reviewed, and no corrections were suggested.

A Motion to accept the June minutes was made by Carol Sachs and seconded by Cynthia Beekley. No further discussion. Passed unanimously.

I. Interim Rector - Rev. Patricia Rose

Rev. Patricia Rose was welcomed, and she expressed thankfulness for the warm welcome she has received from everyone. She said her immediate goals were getting to know members, understanding their pastoral care needs, and how best she can help St. Paul's moving forward. She has several personal things planned in the future and "away dates" are as follows:

- Sept. 22 - 28, 2026
- October 1, 2026
- Nov. 20-21, 2026
- August 7, 2027

II. Senior Warden's Report - Steve McNally

A. The 210th Annual Convention of the Episcopal Diocese of Ohio will be held Nov. 21-22, 2026, at Sawmill Creek Resort in Huron, Ohio. St. Paul's should have 3 representatives from our church attend, but all parishioners are welcome, and it is a rewarding experience.

B. Columbaria Registration & Reporting - St. Paul's Columbaria was established before Ohio's reporting requirement went into effect. We need to electronically register with the Ohio Department of Commerce, including the appointment of someone as "the seller of niches". Ken Robinson will research how to move forward with the registration process. St. Paul's is in the process of completing phase III of our Columbaria niche installations, which includes moving all the niches currently upstairs in the children's church area to the outside memorial garden along with installing the recently purchased niches (previously approved by vestry). The new niches will be installed in the existing Columbaria wall. Ken will wait until the completion of phase III before initiating the registration process.

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C. Stewardship Gatherings – Two stewardship gatherings were held in June. Two of the three gatherings scheduled in July had to be rescheduled. Cynthia Beekley will hold the third one on Thursday, July 23rd, at her home. She noted approx. 20 parishioners have accepted her invitation.
D. Flower Ministry - Announcements were made in The Communicant about Claudia Stein stepping back from the flower ministry. Gail Burgin has volunteered to lead this ministry beginning August 1, 2026.
E. Third Party Payroll Processing Provider Transition - St. Paul's Financial Specialist, Mariia Vozniuk has been researching possible alternative payroll providers for St. Paul's. Steve will review these and connect with St. Paul's Treasurer Ken Robinson to determine the next steps going forward.
F. Pre-Discernment Retreat Next Steps and Timing - The next pre-discernment retreat with the bigger group and Donna Steppe will likely be sometime in September.
G. Bruton Parish Bulletin - Steve shared the Bruton Episcopal Parish Sunday bulletin he received while vacationing in Williamsburg, VA. There were some good ideas that many felt should be incorporated into our bulletins (e.g., including a prayer on the transition/search process and listing each vestry member's names and contact information). In addition, after a brief discussion, everyone felt it was a good idea to provide all parishioners name tags. We will investigate this opportunity further.
H. Tentative 2026-2027 Vestry meeting dates - This is included with the June Vestry agenda. Although the next Vestry meeting is currently scheduled for Monday, August 17, at 7:00 PM, this meeting may be cancelled if there are no important decisions to be made at that time.

III. Junior Warden's Report - Glenous Favata
A. Glenous is going forward with putting together the nomination committee and identification of potential future vestry members. There will be an announcement in The Communicant and during church services requesting those who are interested in serving on Vestry let Glenous, Steve, Rev. Patricia, or another Vestry member know.

IV. Treasurer's Report – Ken Robinson
A. Finance Report - We currently have a deficit of $117,000 and it is suspected that it will grow rapidly probably getting to $180,000 or $200,000. There have been increased donations which has definitely helped.
B. St. Paul's will be reimbursed $6,700 related to an overpayment of the 2025 Ohio Diocese assessment now that the reconciliation is complete.
C. Closure of Bank of America Credit Card.

Motion for a resolution was made by Todd Deye and seconded by Cynthia Beekley to close St. Paul's Bank of America Credit Card account. Passed unanimously.

D. Signature Bank will be authorizing Rev. Patricia to see statements and sign checks for the Rector's Discretionary Account after the other St. Paul's officers execute related paperwork.

V. Committee Reports
A. Vestry
i. Building and Grounds - Todd Deye

1. Bell Tower - After several leak free Sundays the bell tower appears to still be leaking. Todd has narrowed it down and thinks the underlying issue is the Bell Tower copper roof. The Skylight room, which will be a major undertaking to repair, seems to be a little better.

ii. Rectory Review - a special thank you was given to all of those who helped with the rectory clean-up getting ready for Rev. Patricia's move-in, and a special thanks was given to Glenous Favata, Carol and Dan Sachs for help with the painting.

iii. Storm/Sanitary Separation Projects - Separation of the storm and sanitary sewer in the rectory has been completed, except there is one utility sink that needs an auxiliary pump. Todd will have a professional come in to do that work. The separation in the church has been more problematic than expected as more water is going into the crock. Working with Flickwood Plumbing, LLC and the city of Maumee, a solution has been found whereby the water will be rerouted through a pipeline to an existing underground storm basin. The Tigges Endowment fund will be used to pay for this work.

Motion to approve a total $8,310 to address the storm and sanitary sewer separation was made by Glenous Favata and seconded by Chas Mayo. Passed unanimously.

iv. Communication - Gail Burgin

1. The Communication Committee held its kickoff meeting, and a follow-up meeting is scheduled. Will Robinson and Linda Schellentrager will be the co-chairs of this committee. Since the group is large, sub-committees may also be created.

Motion was made by Jerry Martz and seconded by Chas Mayo to approve Will Robinson and Linda Schellentrager as co-chairs of the Communication Committee. Passed with 1 abstention.

2. St. Pau's Directory - Donna Dick is currently working with Linda Lucas and others to determine the best format to use for the directory.

v. Human Resources - Jerry Martz

1. Jerry was thanked for all the work he has done updating the job descriptions for St. Paul's. After some discussion regarding the St. Paul's Program Staff job descriptions, Jerry said he would make additional revisions, then bring them back to vestry for final approval.
2. After discussion, Rev. Patricia was requested to leverage the updated St. Paul's Program Team job descriptions (when final) to clarify and align on job duties, average weekly time commitment, allocation of time across duties, pay, and other expectations with the Director of Music and Organist, respectively.
3. At Jerry's request, members of the Ohio Diocesan team performed a legal review of St. Paul's updated Human Resources Manual. Even so, Jerry recommends we also engage a local law firm to perform a third-party review of the manual. The estimated cost for the third-party legal review is $3,000 to $5,000.
4. Review of St. Paul's committees and subcommittees, ensuring each is "fit for purpose", is ongoing. Ultimately, once we have confirmed which committees are needed, we will need to approve related resolutions, and then assign chairperson(s), vestry liaisons, and staff support persons, respectively.

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Motion was made by Ken Robinson and seconded by Carol Sachs to adopt the Stewardship Committee Resolution and to approve Kelly Trame as Stewardship Committee Chair. Passed unanimously.

B. Formation
   i. Christian Education - Glenous Favata
      1. Glenous reported that Sunday school and Bible Study were done for the summer months.
   ii. Outreach - there will be a Clothes Swap for children's toys and clothes on August 22.
   iii. In Reach - September 13th will be the Ministry Fair and Carol Sachs will lead this event.

Jerry Martz said the closing prayer.

A motion to adjourn was made at 9:04 by Carol Sachs.

Respectfully submitted by Donna Dick, Clerk _____