

Vestry Minutes

February 22, 2022 - Hybrid Meeting

Attendance:

Mother Minerva

Deacon Victoria

Steve Kriechbaum, Senior Warden

Sandra Welles, Treasurer

Maria Caballero, Clerk

Sandra Ward

Kevin Flegal

Carlos Lugo

Patricia Mata

Carolyn Cline

I. Introduction

A. Opening Prayer - Deacon Victoria

B. Rounds - Shared something interesting that happened or we did during the past week

C. Focus

II. Bible Study - Luke 9:28-43 - Mother Minerva

Approval of Minutes for the following:

- Vestry Meeting, 01/24/22 - Sandra Ward moved to approve minutes, Steve Kriechbaum second the motion, all agreed
- Parish Hall Annual Meeting, 01/30/22 - Sandy Welles moved to approve minutes, Steve Kriechbaum second the motion, all agreed

Need to make sure new members receive minutes to review before meeting date.

Send Fay the minutes so she can forward them to get translated to Spanish

III. Treasurer's Report - Sandy Welles

- Balance sheet - snapshot of what the church looks like financially
- January 2022 ended with a positive of \$3956.07
- Building Fund - currently paying one mortgage
- \$20,000.00 was used for down payment for new air conditioner in the parish hall
- Looking at changing banks, more information will be provided in regards to this
- Counting Money Information/Review
 - Checks need to go into the envelope that is put back in the safe
 - Envelopes that have names on it need to be put into the envelope that is put back in the safe
 - Envelope needs to go back into the safe (it was found in the file cabinet recently)
 - Will look at updating/changing the current form that is being used to count money
 - Question was asked about the calendar for when people are assigned as vestry of the day
 - which includes counting money, Steve will send this out
- Alarms - lots of problems with them as of late. Have paid Brinks \$450.00 since 01/22. Brinks will come by and check the sensors to find out if it is our issue or there's. The security company is given the Junior Warden's phone number to contact if the alarm goes off.
- Audit Team - Planning on meeting to review last 6 months of last year to hopefully get the information to the vestry by July/August 2022 at the latest
- If anyone has additional questions they can get with Sandy Welles

IV. New Business

A. Vestry Canonical Declarations

- Need to get these forms signed by new vestry members before they can vote (Steve and Maria to go by and get the signatures needed by a few new members)

B. Junior Warden Election

- Document was sent out to members outlining the duties covered by the Junior Warden
- Need to elect one as soon as possible. Group was asked if there were any nominations or anyone would like to volunteer. Sandra Ward made the motion to nominate Kevin Flegal and Caroline Cline second the nomination. Kevin stated he was willing to do it if no one else will
- Recommendation/Suggestion made was to elect someone but also have a team to assist that person. After discussion the original motion was amended by Sandra Ward to the following - Elect Kevin Flegal as the Junior Warden and Steve Kriechbaum and Carlos Lugo would be on the team, Sandy Welles second the amended motion, all agreed

C. Vestry Expenses

Question arose regarding what can the Vestry budget be used for?

- Traditionally the budget had been used for vestry retreats, purchasing recognition gifts for wardens and vestry members (outgoing member). Also lunch had been purchased in the past if the vestry meeting was moved to a Saturday. Also funds have been used to purchase gifts for rector in the past. Vestry funds were used to purchase gift cards for volunteers and staff (which is different as that has not been done before).
- The following was agreed upon for using vestry funds -
 - Vote per situation as it arises
 - Vestry decides collectively on how to use the funds

Just as a note, vestry funds do not carry over to the following year, if any funds are left they will go into the general fund

D. Church Insurance Warranty - Sandra Ward

- Still getting information on this

E. Church Security - Steve Kriechbaum

- Steve is doing research on possibly getting a new security system. Apparently Brinks has been automatically extending the contract each year. He is trying to find out how we can separate from them, they are not easy to deal with. Steve is proposing to change company's possibly Master Burglar Alarm, he will see if the equipment the church currently has is compatible to what would be provided by Master Burglar Alarm. Customer service from this company is much better, they are not a national company. Recommendation was to coordinate this with Margaret Beare and Sandy Welles to make sure everyone is on the same page, 1 joint effort.
- Church Contracts - Need to have a special conversation about all of the church's contracts. Need to review them as the church's needs are different at this time.

F. Shrove Tuesday

- No pancake supper this year as COVID numbers are still high and we are not serving food or eating in the parish hall as of yet
- What else can be done - fellowship time/game night.
 - Game night - Maria Angie Hernandez has agreed to make loteria cards
 - Loteria can be done in person in the sanctuary or on line via zoom
 - Folks from the 1:00 pm service would like to bring food/drinks for afterwards and serve outside (snacks, coffee and hot chocolate). This is doable/approved
 - Vestry members were asked if they would be willing to donate prizes for loteria winners (nothing expensive, gently used puzzles, etc.). Members agreed to this
- March 1, 2022 will be a busy day for the church
 - St. John's is a polling place on this date
 - 6:00 pm loteria/game in sanctuary
 - 7:00 pm zoom will finish with loteria
 - 7:30 pm Sacred Grounds group will begin via zoom

V. Junior Warden's Report - None

VI. Senior Warden's Report - Steve Kriechbaum

- Steve states he will get better at this, will do the best he can

VII. Deacon's Report - Deacon Victoria

- Started second group of Sacred Ground, she is helping with communication and consulting as needed

VIII. Rector's Report - Mother Minerva

- Father Alex will join us on 03/05/2022 in the parish hall for the vestry retreat. Hopefully members will be able to attend in person
- COVID Protocol Discussion
 - When was the last time we ate with other people that you didn't know? How do the members feel about being together in person? People are seeming to feel more comfortable being together in person. What are we expecting people to do? Possibly loosen up a little especially when not in the sanctuary.
 - No one is expected to participate in person and no questions asked if people who want to wear mask continue to do so.
 - Most members stated that they were comfortable being around others in person with or without masks. Personal choice, members stated that they are more comfortable with places that they are familiar with. Also, if people are vaccinated members feel comfortable, but will wear a mask when it is required. Some members stated that they had some mixed feelings.
 - One comment made was that the sound quality was better when mask were not being worn and also it is nice to see more people attending church in person.
- Vestry Retreat
 - An agenda will be provided
 - Retreat is scheduled from 9:00 am - 3:00 pm
 - Let Mother Minerva know if you will be attending the retreat via zoom and if you plan to

attend in person if you have any dietary restrictions
 - Question was asked if vestry funds could be used to purchase breakfast and lunch, Sandra

Ward moved to use vestry funds and Kevin Flegal second the motion, all agreed
 - A binder will be put together for the retreat
 - A Conflict of Interest form will need to be reviewed and signed by all vestry members, this
 form will be available at the retreat for review and signature

IX. Old Business

A. Church Bell - Sandra Ward

- Sandra spoke with Wayne, bell is 14 inches tall, she will need to find someone to move it and possibly store it (church shed or her house).
- Need to get estimate to get it cleaned and fixed/restored
- Would like it placed in the Memorial Garden
- Carlos Lugo will help with getting the bell moved

B. HVAC

· Waiting for financing - waiting to hear back from the diocese to see if they will be able to assist with financing a loan for the remainder of the total purchase price for air conditioner. Once Sandy hears back if the diocese will be able to assist or not, will then decide what next step needs to be. This project moved sooner than what was anticipated, as we thought it would be a longer wait period before it was installed, but that did not turn out to be the case.

X. Closing Prayer - Mother Minerva

Meeting adjourned