

# Vestry Meeting Minutes

June 28, 2022 - 7:00 pm (Hybrid)

## Attendance:

Mother Minerva

Steve Kreichbaum

Sandy Wells

Maria Angie Hernandez

Carolyn Cline

Kevin Flegal

Victoria Mason

Maria Caballero

## I. Introductions

- Opening Prayer Deacon Victoria
- Rounds Mother Minerva
- Focus Mother Minerva
- Bible Study Sandy Wells

Galatians 6:1 - 6

## Approval of May Minutes

Kevin made a motion to approve, Steve second the motion

Correction needed:

Carolyn's name was misspelled

## II. Treasures Report

Sandy Wells

May was an average month and ended up with \$2800.00 operating fund surplus

\$75,000.00 balance should cover for 2 to 3 months

Needs from Sandy:

- New signature form for the bank. Was waiting on IRS form and it came in, need to signing new forms with the following 3 resolutions -

Operating Account (signers) - Which will include Sandy, Finance team, Steve and Kevin. Steve made a motion to approve and Carolyn second the motion.

Approved

Money Market Account (signers) - Which will include Sandy, Finance team, Steve and Kevin. Maria made motion to approve, Carolyn second the motion.

Approved

Discretionary Account (signers) - Mother Minerva, Deacon Victoria, Steve and Kevin. Carolyn made a motion to approve, Maria second the motion.

Approved

- Kevin - 2 Brinks bills are being held. Kevin has still not recieved a copy of the contract from them. Steve has been trying since May and has not recieved anything from them, even though they said they have sent two. They were given the PO box for a copy of the physical contract and they have not sent anything as of yet. Steve feels that Brinks is in breach of contract. Mother Minerva suggests that John Williams send a letter to Brinks since we have not received a response. Does not feel like the bill should be paid as of yet (the alarms have not worked since January). Minerva will contact John about this issue. Brinks was also non responsive with Margaret's request/calls.

- AT&T - Question was asked if we have stopped service with them as of yet, No. We need to cancel the phone service with them. We have two new phone numbers through Spectrum- church is operational, but parish hall one is having issues as it is going straight to voice mail. It is not setup and Spectrum will be coming to the hall tomorrow to fix this issue. AT&T stated that they cannot transfer the number as they are no longer available, Spectrum tried to transfer them but they would not work. Sandy would prefer that Kevin call AT&T to cancel the service since he has been dealing with them. Kevin will call them tomorrow, and may get Margaret involved if needed.

- There have been several issues with the counting of cash. Possibly leave an example of the Deposit slip to clarify how it needs to be filled out. Example - None of the numbers matched what was on the paper deposit slip and it did not match what was actually deposited into the bank. Please be careful how the money is counted, it is important to get this correct. Sandy is willing to help with questions when needed. Not sure what the issue is with the counting. There is an adding machine in the office if that will help. Will add bill denominations to the paperwork sheet to see if that will help.
- Vanco - Sandy has worked with folks that have reported issues and seems to work OK now. Folks are having to make a brand new account with a new email, anything linked to an old account will not work with the new application.

### **III. New Business**

- Descriptive Funds - Minerva discussed with outreach committee/group, a good amount of folks attended the meeting. Links were provided to the organizations that are being proposed to receive some of the funds
- Homeless - \$3513.95 money raised for homeless (through envelopes/drop a \$1.00 and other events that raised funds). Organizations to receive funds - Mobile Loaves and Fishes and Foundation Communities - \$1750.00 each
- Refugee Ministry - \$4707.66 - Has not been active for several years, but there were dollars in the account. Episcopal Migration Ministry they work closely with Refugee Services of Texas (strong recommendation for money to go to them). Unclaimed expenses - \$700.00 folks have not submitted their receipts for this as of yet. Just wanted to make sure that there was money to cover the outstanding receipts.
- Outreach Fund- \$4738.43 - includes advocacy. If St. John's decides to become Central Texas Interfaith partner this will require yearly dues - \$2500.00. Request is 1 to 2 percent of operating budget (this is 1 percent and will get us through 1 year). This will be due in October 2022 if we decide to join.
- Motion made by Steve to accept to distribute funds as listed above, motion was seconded by Kevin. Approved
- Annual meeting Mother Minerva would like to report the generosity of the congregation to outside of the church

-Money left from Immigration funds - supporting parishioners and other churches that we work with. Suggestion was made to possibly meet in July on how we are going to use these dollars. These funds are meant to help people in our

congregation as well as other congregations that we work with. We need to spend these funds by the end of the year.

- Mother Minerva will ask for a vote in August for us to join Central Texas Interfaith. Questions can be prepared for this meeting. Central Texas Interfaith has been good for St. John's and has helped us get involved in many ministries that we may have not done without the, as well as training that they provide.
- Emergency Preparedness - Need to review due to shooting at an Episcopal church. Deacon Victoria has been researching this. Kevin has been looking into Emergency Preparedness- active shooter training. The diocese has sent out a book for all kinds of emergencies. Kevin is going through the book. Focus seems to be on active shooter due to the recent shooting. Possibly bring several churches together for training. If we want to get a committee to review the emergency book and put something together to present to vestry next month.
- Deacon Victoria - focus on security on Sundays while we are in church. Concerns - ushers are welcoming team and first line of defense, how can we incorporate them. We have not done drills as of late. We welcome everyone and not turn anyone away but it does heighten our awareness of safety. Important for us to be prepared as much as possible. People drive into our driveway, suggestion made is that once folks are dropped off we can place barriers (cones) in the driveway. Kevin will work with Deacon Victoria, provide names to Kevin that may want to assist in this project, all kinds of emergency. Steve will join the team. Need to put up the No Firearms allowed poster.
- Safety and Security - there are a few tents on the back of the property near the fence, we have called the police, also called community first (the church doesn't have the capacity to go out there and bring people in). Better to call the police and put a no trespass sign. When police come they will give them a warning and that is usually enough to get them off the grounds, and if they return then they will give them a citation. From now on, if you are worried call the police (911) and report them. Also need to be considerate of our neighbors to keep everyone safe.

#### **IV. Junior Wardens Report**

#### **Kevin Flegal**

- Spectrum has come through and we have dedicated phone and internet for the church and parish hall. Parish hall will be fixed, we will then need to set up a voice mail. Kevin will work with Mother Minerva on this.
- People interested in renting the hall. A church is interested in using the hall during the month of July, one time deal, no keys, Kevin will let them in. A woman who offers yoga is interested as well, but doesn't have any clients yet.

- Maria Angie, is working with Kevin on IT matters with the hall thermostats, putting them back on line (Nest thermostats)
- Carlos is putting on new hinges on the double doors in the parish hall. Hopefully this will put off having to replace those doors for at least a year, those doors are very expensive.
- Water leak in the ac system above the choir room (late May), have replacement tiles but they need to be put in. Kevin will get with Philip to arrange this work.
- Mother Minerva expressed gratitude for Kevin for all of the work he has been doing.

## **V. Senior Wardens Report**

**Steve Kriechbaum**

- Cannot get to a supervisor at Brinks to discuss contract. Steve will get with John about sending them a letter
- Kudos regarding the Pentecost picnic which was a great success. Many folks from the 1:00 pm service and Steve and Frank put up the tents. The 1:00 pm service men did the cooking and one of them donated the meat.
- No July vestry meeting
- Mother Minerva is thankful to Steve and Kevin for meeting with her monthly
- Growth committee meeting that Steve is heading did a lot of work to make the picnic successful

## **VI. Deacon's Report**

**Deacon Victoria**

- Juneteenth activities have been marvelous. Groups of people that went on field trip were small put had a powerful experiences
- Wednesday night activities also provided much opportunity for learning
- Hoping that the Pauli Murray scholarship collection is hefty this year
- Sacred Ground - Having to adapt to changes. Assisting with background work on information for pcoming sessions
- Working with Lisa on newsletter. Newsletter will be going out every couple of weeks vs weekly until the new person is hired. Carolyn stated she would help if needed for the newsletter. She could proofread if needed
- Deacon Victoria will take vacation beginning on August 8th for about a month

## **VII. Rector's Report**

**Mother Minerva**

- Team carried on while she was out due to positive covid test, but was able to zoom in and perform service. She will need to wear a mask as she seems to catch things easier. Will work with Bill due to microphone so everyone can hear well
- Indeed provided three candidates for Fay's old position. All three were interviewed and position was offered and waiting to hear back. Mother Minerva will talk with her after this meeting. She has some things already scheduled and Mother Minerva feels she can work around scheduling. Hopefully will have answer by tomorrow if she accepts and when she can start
- Diocese and Central Texas Interfaith - people have gone and received leadership training which is important
- Reviewing job descriptions for the vestry and she will give them back to Kevin in August
- Heading off for vacation - Steve and Kevin will have her personal phone number and email in case she needs to be contacted
- Deacon Victoria will be the on call person for pastoral care while Mother Minerva is on vacation
- Father Ben will cover most of July services except for 07/10
- Diocese of Texas and North Episcopal a reunification
- The Seminary of Southwest has asked that St. John's take on a seminarian. He is bilingual, was youth minister at St. Michael's, A lot of experience at a church, he needs to learn how to be a good pastor/priest. Luis Rivas
- Kevin - beware of your surroundings at the church and keep yourself safe. Call police if needed.

## **Closing Prayer**