

## **Vestry Meeting Minutes**

**March 22, 1922**

**Hybrid Meeting**

### **Attendance:**

Mother Minerva

Steve Kriechbaum, Senior Warden

Kevin Flegal, Juiniior Warden

Sandy Welles, Treasurer

Maria Caballero, Clerk

Sandra Ward

Maria Angie Hernandez

Patricia Mata

Carolos Lugo

Carolyn Cline

### **I. Introduction**

A. Opening Prayer

Mother Minerva

B. Rounds

Mother Minerva

C. Focus

Mother Minerva

### **II. Bible Study**

Romans: 8:17

Steve Kriechbaum

### III. Approval of Minutes

Sandy Welles moved to accept minutes, Sandra Ward second the motion. Approved

### IV. Treasurer's Report

Sandy Welles

- There was a deficit for the month of February of \$3000.00
- Positive balance at this time - \$68,000.00
- Added \$200.00 each month to the building fund
- Still working on the alarm system issues - looking at contract, trying to get information from BRINKS due to charges of alarm being set off
- Question was asked about online giving fees - this is what Vanco charges St. John's for this service
- At this time we are still continuing to use PNC for banking. Can continue to use old bags and forms until we change banks. Sandy will let us know when the bank is changed. Begin using new counting form, let Maria know if changes/improvements to the form is needed
- Hotel that the council delegates stayed at was good and amount did not go over what was budgeted. There may be some receipts for mileage that will be turned in for reimbursement
- Deficit was not due to extra expenses, not sure what happened for the month of February. Pledges came in as expected.
- Sandy stated that there will need to be 3 motions in order to change banks and also add people who will be able to sign (Steve and Kevin). Accounts to add people are the Operating, Money Market and Discretionary.
- Also would be helpful to have additional folks on the Discretionary Account besides Mother Minerva and

Deacon Victoria

- Operating Account - Steve made motion to approve, Carolyn second the motion - Approved

- Money Market - Sandra made motion to approve, Kevin second the motion - Approved

- Discretionary Fund - Carolyn made motion to approve, Steve second the motion - Approved

- Sandy was thanked for all the work she has been doing regarding changing banks.

## **V. Old Business**

### **A. Bell**

Sandra Ward and Steve Kriechbaum

- Sandra called Roger, and then Steve and Kevin also called him. Steve can transport the bell in his vehicle.

Roger wants to build a stand for the bell and paint the bell gold (it is currently red). He suggested it be

placed in the Labrynth. Suggestion was made to look around the campus to see the best place for it.

### **B. Vestry Meeting Reflections**

- Discussed responsibilities of Vestry Of the Day

- Should be at church from 9:50 am through 2:00 pm. If this is expected then maybe 1 person be here all day or

be at St. John's by 9:50 am to greet members leaving the 9:00 am service, and be at St. John's before 1:00 pm

service is finished.

- Possibly look at other options for counting money. At this time, two vestry members need to be available to

put money in safe and then count money and one person deposit the money.

- Question was asked if someone else could count money as long as the other person was a vestry member?

- If a vestry member cannot cover all the times listed above, they need to let the other vestry members know

and find coverage for the 9:00 am and 10:30 am services

- Some vestry members were unaware of this expectation due to being new, also because some members

started during COVID when no in person services were being held and so on, so that is why some things/duties

are being missed.

- Motion was made to abide by the Vestry Guidelines was made by Steve, Sandra second the motion - Approved

- Budget - Process will begin in October, suggestion was made to possibly review in September so we could be

ready for the budget process in October

- Request was made for clerk to type out 3 options/areas discussed at the Vestry retreat and provide to everyone

- Question regarding getting items translated into Spanish. Need to send information to Fay (turnaround time is

usually 2 to 3 days). Wednesday's is when the person who translates for St. John's receives information for

the bulletin.

## **VI. New Business**

### **A. Contracts - Doing an overview**

- Bank - Looking at changing banks

- Security - Lots of questions need to be asked and answered. Will report back with information and changes

### **B. Church Security**

Steve Kriehbaum

- Steve and Kevin will look at alarm keypad and see if it can be used by another company if we change. Master

Alarm will be easier to contact since they are local.

- The BRINKS contract has been automatically renewed, need to look into this. If we move away from BRINKS

we may have a breach on contract, but it is felt that we just need to get out of it and cancel it. Mother Minerva

wants to work with Steve, Kevin and John to get out of contract.

- There are 17 zones in the church and this may be one reason of the "false" alarms, wifi may not be strong

enough to reach all of the zones.

- Possibly look at security/alarm system that could include camera's . One recommendation to review would be

BLINK, 2 cameras (\$80.00) and get a free cloud account. They will only store 30 days of video.

#### C. Telephone and Internet

Kevin Flegal

- St. John's uses AT&T. Kevin and Margaret have been trying to get a hold of them. They need to work with us,

since moving from 3G to 5G phones cannot be used. Old company phone system needs new modems for them to

work.

- Having issues with the printer, this may be a wifi issue, will need to be looked at closer. Wifi needs to be set up

for both the parish hall and church building

#### **VII. Junior Warden Report**

Kevin Flegal

- Spring cleaning and Minor Maintenance work days are scheduled for April 2nd and 3rd. April 9th is a rain day if

needed

- Question was asked regarding what the cleaning guy does for what he gets paid.

- Security Lighting - Need to take a closer look at this. Parish Hall (memorial garden area), not bright enough.

Sanctuary, under the porch roof, light is out.

- A request was made to see if the alarm system could include the fire alarm system.

- Carlos will check the lights and smoke alarms.

## **VII. Senior Warden Report**

Steve Kriehbaum

- Steve asked vestry members to please respond to his email, example given was for meeting and who would

be showing up at the parish hall, that way he could have enough hand outs available.

- If members need anything from him, let him know

- Asked for ideas for benches

- Also looking into if the water palatable

- Thanked everyone for everything they do

## **IX. Deacon's Report - None**

## **X. Rector's Report**

Mother Minerva

- Discuss changing the times of service - Early service to 8:00 am and second service at 11:00 am, this will leave

time for Christian formation classes. Will continue the 1:00 pm service at same time. Mother Minerva was asked

not to move the 1:00 pm so folks can work either in the morning or afternoon. Will not make any changes until

Christian Formation has something to offer/set up.

- Discussed 1:00 pm service, many children. Parents are not able to focus. Looking at hiring a child care provider for

that service. We have money to pay one worker, will need a volunteer to assist.  
Possibly have the children

return to the service during communion

- Action Teams have met, next meeting scheduled for 03/28. Will need to make decision no later than September

if we will continue to partner with Austin Interfaith. Steve would like for each vestry member to join at least one

of the action committees. The Growth Committee would like to bring back the Jamiaca in the near future. Will

need to look at calendar to see what is available.

- External Funds - Total is \$22,000.00, need to look at how we can change this, put the money to work/action.

Have a plan and policy on how to use this money.

- Discussion about donations given/left on the church property, make a policy on how to accept donations

## **XI. Closing Prayer**

Mother Minerva