

## **Vestry Minutes**

**May 24, 2022**

**Zoom - 7pm**

### **Attendance:**

Mother Minerva

Steve Kriechbaum

Kevin Flegal

Sandy Wells

Maria Caballero

Carlos Lugo

Patricia Mata

### **I. Introduction**

Opening Prayer

Clergy

Rounds

Mother Minerva

Focus

Mother Minerva

### **II. Bible Study**

Proverbs 3:5-6

Maria Caballero

### **III. Treasurer's Report**

Sandy Wells

- \$72,545.42 to work with should be sufficient to cover the next couple of months
- Had a good month, on target for each month.
- Total fixed assets - \$838.79. Were capitalized which means we added to our assets/value (\$838.79).
- Moved/combined funds as follows -
  - Quinceanera Fee Holding funds (\$250.00) were transferred to income miscellaneous

- Austin Clericus funds (\$65.43) were transferred to Hospitality
- Anglican Workshop Retreat funds (\$60.00) were transferred to Christian Formation
- Episcopal Church Woman (ECW) funds (\$87.11) were transferred to the Daughters of the King
  - Finance team will take a couple of months off, will reconvene in August. If needed, they can get together before then
  - A receipt was found in the office but no name to reimburse. Sandy is searching who the receipt is from. People need to fill out form to get reimbursed.
  - Comments-1 alarm went off since we cut the alarm off. It was paid for in May, but the alarm happened in April, report for general operating form was zero.

#### **IV. New Business**

#### **Mother Minerva**

##### **A. Adopt Minutes**

- Minutes approved, Kevin motioned 1st to accept the minutes and Sandy second the motion. Approved by all

##### **B. Budget Adjustments**

- Proposal for Fay's position, want position to not only take care of communication but also someone who can do administrative work. Look at budget and increase the salary for this position. At finance committee meeting it was requested that they review the budget and see if this can be done. Sandy stated nothing is set in stone, we try to estimate what will be spent. Some areas not spending much - Church flowers (using other fund), Hospitality we added extra but have not used it and Mother Minerva has offered some money from her expense budget. With that we could add the \$5000.00 to the position that was discussed. Just need to be careful with our spending. The nursery/childcare money has not been used as of yet. Salary would be \$25,000 yearly from \$19,800 for this position. Good idea and necessary for this position that will have additional responsibilities. Amount to be moved/agreed upon - \$6000.00, but only half will be needed at this time since it will be half the year for the current budget. Need to look at it for 1 1/2 years to 2 years. Payroll \$3500/\$4000 to cover through the end of the year. The vestry is really committing for the long term and commit to put this in the future budget. \$2600.00 for the half year (6 months). We do not need to be specific as how much money we would pull from each area. A vote isn't needed, just need to make sure that everyone is aware that money will be used from those funds to cover the salary bucket. May spend more in one fund but less in another fund, but it should all equal out to cover the salary. We will look at the budget every month just to see how the money is moving/flowing.

##### **C. Pentecost Picnic**

- Mother Minerva is excited about the upcoming picnic. We have a great campus to allow these things be done outside and have many wonderful people who are willing to contribute for this activity. May need help with setting up tent, tables and chairs.

Mother Minerva introduced the gentlemen who will be bringing the bbq pits. Margaret will be buying the hamburgers and hot dogs. Possibly rent a large fan (\$100.00). Carlos has one that is smaller but can borrow from McDonalds. Two tents should be setup for the picnic. Banners/flags will be put up by Sandra, advertise for the neighborhood so they can see what we are doing. The picnic will be held between the two buildings for convenience and shelter. Also issue with running electricity which causes difficulty for moving it to the soccer area. Will ask Fay to place in the newsletter to ask for volunteers to set up and then others to make signs to advertise.

**D. Safeguarding Training**

- New vestry members need to watch it (Keven, Carols and Patricia). Kevin already watched three of them. A lot of it is similar but directed differently for Safeguarding God's Children. It is important to watch the videos as it is required to be on the Vestry. The videos are about 25 minutes or so to view.

**V. Action Team Reports**

**A. Housing**

Maria Caballero

- Several members of St. John's went to an Open House at Laurel Creek, which is run by Foundation Communities. They provide housing to folks using a sliding fee scale. They are also working with city council to include rental assistance.
- Some St. John's members have volunteered at the Habitat for Humanity Restore

**B. Growth**

Steve Kriechbaum

- Neighborhood walk that was scheduled for May 22nd, was postponed so folks could attend training on Crisis Assistance. Maria Angie is ready to make flyers for this, for neighbors to come to our campus and attend our church.
- Steve would like to restart the jamica at the church on the church grounds. In that past everyone has had a wonderful time. New funds to have signs made for Parkfield and Braker to invite people to our church, this is still in the works.

**C. Pastoral Care**

Mother Minerva

- DOK Order is crucial to pastoral care for the community, prayer list is given to the members and used for daily prayer and they provide assistance when requested

**VI. Junior Warden's Report**

Kevin Flegal

- Busy week, a lot of people have come in to sign for keys. Missing 3 vestry members, they need to sign for keys and get alarm code. 30 plus keys are accounted for, two people turned keys in. Kevin has reached out to people via email for folks that are no longer attending church.
- Spectrum has completed the last two phases of laying cable at the church. Two ports are ready for installer to come by and install - phone and internet. Marvin will be there, if modem is hooked up right, then all three phones should be working (church and

parish hall). Two accounts - one for each building. Need someone to test/check to make sure Zoom works

- Can get rid of the mailbox (Thursday morning).
- Building and Use committee team (4 or 5) is being formed. They will review request for using facilities and make recommendations. Maria and Ann Faithful are on this committee.
- Foundation Communities want to have a table twice a month to have a table by the Farmer Market that sets up on Sundays. They will be providing information and assistane with insurace. Need to make sure that our insurance covers them.
- New alarm company will hopefully be ready to go on June 1st
- Carlos recognized for all the work he has been doing with the Jr. Warder

#### **VII. Senior Warden's Report**

Steve Kriechbaum

- Had a meeting with Mother Minerva, Mike Davis, Communities Foundation, as they are requesting to use our parking lot for a fundraiser they will be having in October.
- Trying to figure out where we stand with Brinks, waiting for a contract information, if it isn't received, Steve will be back on the phone with Brinks to get the contrat.
- Steve thanked Kevin for all of the work he has done
- When will we begin talking about the jamica, scheduled date is 10/14. Would like to meet and talking about it by August. Maria Angie will make flyers, pump up the interest (facebook) to the public. How will this be put together, growth committee is starting this and then will have a committee (contacted Laura Jennings to get information on what she has from when she was involved in the past).

#### **VIII. Deacon's Report**

Deacon Victoria

- Activities for June - Movie 22nd (Pauly Murray), Juneteenth, 06/10 Carver Museum

#### **IX. Rector's Report**

Mother Minerva

- Training - gave tools to identify and build leaders in our community
- 5 baptistisms are scheduled for Pentecost Sunday
- Another oppportunity may be coming up - Public park (beginning of conversation). Neighborhood association they are having conversations with the city for a public park. would our empty field be possible option? Meeting with city (parks and recreation) on Thursday with the city to learn about this and what would have to be done to move forward on this.
- A Zoom meeting will be held to prepare questions for when they meet with the city. Thursday, preperation meeting will be at 9:00 am and then meet with the city at 9:30 am

#### **X Old Business**

- No old business.
- Roger is continuing to work on the bell

**XI. Next Steps**

- June Vestry Meeting Tuesday, June 28
  - Carlos not available on this date.
  - Skip July meeting unless a crisis arises
  - June Bible Study Leader Sandy will be the leader
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**XII. Closing Prayer**

Mother Minerva