

ST. LUKE'S EPISCOPAL CHURCH
VESTRY MINUTES OF SEPTEMBER 15, 2016

The vestry met on Thursday, September 15, 2016 at 1:30 p.m. in the Canterbury Room at St. Luke's Church. Present were Barbara Sajna, Rector; Betsy Rogers, Senior Warden, Doug Schwartz, Junior Warden; and vestry members: Ralph Blankenburg, Norma Bramsen, Judy Bush, Steve Elliott, and Ray Osinski. Also present were Jane Weis, Clerk; Karen Schwartz, Treasurer; and Gwynne Schultz.

Barb Sajna presided.

Barb provided the devotions.

Agenda – was approved as distributed.

Special Request – Gwynne reported that we need to get more volunteers to help pick up the people at Scandia Village and bring them to church. Jane Weis offered to bring a transfer chair to have available for people on Sundays. It was suggested that Gwynne write an article for the Newsletter regarding this need.

Vestry Minutes – Norma moved and Ralph seconded to accept the minutes of the August vestry meeting as presented. Motion passed.

Rector's Report

- **Bishop's Approval to Continue** – a letter to the Bishop was written stating that Barb has made a large impact on St. Luke's and the community and that it is the wish of the vestry to have her continue as Rector of our church. The Bishop granted this request.
- **Organ Warranty** – Barb reported that this document has been signed and returned and the organ has been paid in full. The clerk will file the document in the Safety Deposit Box.
- **Blessing of the Animals** – will be held in the parking lot at the church on Sunday, October 2.
- **Classes in October** – the lectionary class will begin this year on Wednesday, October 12.
- **Stewardship Chairs** – Betsy Rogers will write the letter and Norma and John Bramsen will share the responsibility. Norma will write the thank you notes. David Skidmore is also a member of this committee.
- **Convention** – our delegates are Judy Bush, David Skidmore and Roberta Thelen. Barb and Joy will also be attending. (*Subsequently, Judy Bush will be unable to attend and Jane Weis will attend as she is one of the alternates who will be available.*)
- **Pre-Convention** – will be held in DePere on September 29 and Joy and Barb will attend. (*Subsequently, Joy was unable to attend, therefore Jane Weis attended.*)
- **Other** – Norma was thanked for the lovely new Directory.
 - **Lessons and Carols** – to be held by Christ the King and Holy Nativity on November 26 which is Thanksgiving weekend. It was felt that because of the date, we would not be able to participate. It was suggested that we might have a Lessons and Carols at St. Luke's and invite the community to attend. No choir, just hymns from the hymn book. Perhaps we will do a summer picnic instead. (*Subsequently, Barb was notified by Suzanne Crager that CTK and HN changed their date to Sunday, December 4 which means we would be more able to participate. This will be discussed at the October meeting.*)
 - **Clearing Class** – Barb will not be teaching a Clearing Class this year because she will be teaching the Deacon's School.

Sr. Warden Report

- **Memorial Policy Review** – the Memorials Policy was reviewed and discussed. Ralph moved and Steve seconded to approve the Memorials Policy as amended. The motion passed. The clerk

will provide the Vestry with the final copies for their policy portfolios. The clerk will prepare a book listing all the donations given in memory of anyone beginning with Dick Diemer and George Bush.

- **Gift Acceptance Policy and Policy Regarding the Disposition of Bequests and Gifts** – these policies were discussed and several suggested changes were made. Betsy will send revised policies for our next vestry meeting.
- **Privacy Policy** – Betsy suggested that we review this policy for next month.
- **Letter to the Congregation regarding repairs to the Outside Wall of the Church** – Betsy had drafted a letter to the congregation regarding the condition of the south wall of the church with a request for money to fix it. Doug Schwartz will be in charge of this appeal.
- **Vestry Meeting Dates** – after discussion, it was decided to schedule vestry meetings as follows: the next meeting of the vestry will be held on Sunday, October 16 following the church service. There will be no November meeting. The December meeting will be held on Sunday, December 11.
- **Annual Meeting** – Annual Meeting will be held on Sunday, January 15, 2017.

Treasurer's Report

- **Financials** – financial reports were sent to the vestry. The Balance Sheet as of August 31, 2016 indicated total assets of \$295,134.58. The expense to budget performance of January through August 31, 2016 reflected a total net income of \$16,732.12 and total expenses of \$11,176.58 reflecting a surplus of \$5,555.54. Various items were discussed. The monthly reports will be filed for audit.
- **Financial Review** – Karen reported that the Financial Review with Janet Kluttermann was a good and positive one. The members of the vestry, the wardens and the rector signed off on the review.
- **Honorarium** – the honorarium to be given to Naomi, at her request, will be sent to Episcopal Relief and Development in her honor.

Junior Warden's Report

- **Dead Animal** - Doug removed the dead animal that was found in the shed shared with Domicile.
- **Planter Boxes** – there are three empty large planter boxes available for anyone. It will be announced at church and Doug is willing to deliver them.
- **Sound System** – Ralph, Ray and Pete Thelen have been working on this project. After checking with several options, they have reported that the projector and wiring, a wireless mike and stand, ear phones, etc. will cost \$7,336.89 (without mics). It would be simple to operate, no cords, all wireless and the screen will match the woodwork. It was decided to wait before a decision is made.

Committee Reports - None

Old Business - None

New Business - None

Adjourn

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The next vestry meeting will be held on Sunday, October 16 following the church service.

Betsy Rogers signed up to do devotions for the October meeting.

Respectfully submitted,
Jane Weis, Clerk