

ST. LUKE'S EPISCOPAL CHURCH
VESTRY MINUTES OF OCTOBER 16, 2016

The vestry met on Sunday, October 16, 2016 following the church service 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, and Ray Osinski. Also present were Jane Weis, Clerk; and Karen Schwartz, Treasurer.

Barb Sajna presided.

Barb provided the devotions.

Agenda – was approved as distributed.

Vestry Minutes – Betsy moved and Doug seconded to accept the minutes of the September vestry meeting as presented. Motion passed.

Rector's Report

- **Convention Update** – delegates to the Convention are Judy Bush, David Skidmore and Roberta Thelen. Jane Weis will replace Judy Bush who cannot attend. There do not seem to be any contentious matters to come before the Convention. The convention will be held for just one day which will be much more economical for the Diocese. There will be a follow-up meeting in May.
- **Lessons and Carols** – Holy Nativity has changed the date for this event to Sunday, December 4 in the afternoon. Holy Nativity will be the hosts and Sue Raye has been asked to play. We plan to participate.
- **Executive Council Meeting** – Barb noted that the Dean of the Cathedral has resigned. The roof of the Cathedral has been patched and fund raising has been put aside for now. Also the Bishop noted that there are several clergy vacancies in the diocese. He also hoped that churches would reach out and become involved in their communities. It was suggested that St. Luke's should publicize our giving programs within the community with pictures.
- **Clearing Class** – Although Barb had previously noted that she probably would not be teaching a Clearing Class this year, she has changed her mind and she will teach a Clearing Class this year with Roger Johnson, a clinical psychologist who has been attending our services, and she will also teach at the Deacon's School.
- **Other**
 - **Sexual Abuse Program for the Diocese** – the Bishop is encouraging all parishes to take this program on line. This training is required by our insurance.
 - **Church Open 9:00 - 5:00 p.m.** Grace Episcopal Church in Sheboygan keeps their church open all day every day and has not had any security issues that we know of. Barb would like us to consider that same policy. We will talk about it again.

Senior Warden's Report

- **Stewardship Letter** – has been approved and will be mailed on Tuesday, November 1 with the request that pledges be returned by Wednesday, November 30. Norma offered to help Betsy with the mailing from Chicago.
- **Revised Giving Policies** – Betsy sent copies of the revised policies regarding the Disposition of Bequests and Gifts and Gift Acceptance. Betsy moved and Doug seconded that we accept these revised policies. The motion passed.
- **Privacy Policy as related to our website** – Betsy suggested after looking over this policy that after removing the first paragraph, we accept it as is. The revised policy is attached to these minutes. Betsy moved and Ralph seconded that we accept this revised policy. Motion passed.
- **Memorial Garden Policy** – Betsy requested that this policy be reviewed at the next vestry meeting.

Junior Warden

- **Building Repair Progress** – Doug reported that Tom Dier of Forestville Builders has started the work on the south outside end of the church and there are some additional problems. Tom will come back and look at the project and Doug will meet with them. He will report to the vestry as soon as there is any updated news.
- **Capital Campaign** – Doug stated that to date we have received \$17,200 towards this campaign. There is hope that some additional funds will still be received. Doug was thanked for acknowledging the donors for these gifts. There was a discussion about memorial funds that have not been used for any special project in at least one year. Barb will check with the family of the deceased for approval to move those funds into the Capital Campaign. [In the meantime, Betsy moved and Norma seconded to move the George Bush and Jack Weis memorial funds into the Capital Campaign.](#) This will bring the Capital Campaign up to \$20,000 which was our goal.
- **Building Fund** – it was suggested that we establish an additional fund that could be used for unexpected expenses that come up in the future.
- **Shed** – Doug stated that something will have to be done about the Shed in the future. It is becoming very unstable and needs some drastic repairs. It was suggested that the shed be demolished. Currently it is used to store hoses and some other outdoor equipment. There will be further discussion of this issue.

Treasurer's Report

- **Financials** – financial reports were sent to the vestry. The Balance Sheet as of September 31, 2016 indicated total assets of \$295,134.58. The expense to budget performance of January through September 30, 2016 reflected a total net income of \$12,012.38 and total expenses of \$7,404.86 reflecting a surplus of \$4,607.52. Various items were discussed. The monthly reports will be filed for audit.
- **Financial Review** – Karen reported that it went well.
- **Budget Committee** – the committee will begin working on the 2017 budget (Barb, Doug and Karen) soon.
- **Cecelia Manson** – Karen reported that she has been helping Cecelia with the bookkeeper's job and she is very willing to learn more about the process.

Committee Reports

- **Foyer Group** – Norma mentioned the difficulty of having handicapped guests attend these group gatherings and it was determined that we cannot put our hosts in the position of having to lift guests. Other options were discussed.

Old Business – no report

New Business

- Jane reported that it had been suggested to have names of people interred in the Memorial Garden on plaques in the foyer. A committee of Betsy, Ray, Judy, Jane and Barb will meet and bring a suggestion back to the vestry.

Adjourn

There will be no November Vestry meeting.

The next vestry meeting will be held on Sunday, December 11 following the church service.

Ray Osinski offered to do devotions for the December meeting.

Respectfully submitted,
Jane Weis, Clerk