

ST. LUKE'S EPISCOPAL CHURCH
VESTRY MINUTES OF MAY 18, 2017

The vestry met on Thursday, May 18, 2017 in the Canterbury Room at St. Luke's Church at 1:30 p.m. Present were Barbara Sajna, Rector; Betsy Rogers, Senior Warden; Doug Schwartz, Junior Warden; and vestry members: Ralph Blankenburg, Norma Bramsen, Judy Bush, Steve Elliott, George Hughes and David Skidmore. Also present were Jane Weis, Clerk; Karen Schwartz, Treasurer; John Bramsen and Jim Peterman.

Barb Sajna presided.

Judy provided the devotions.

Agenda – David Skidmore moved and Betsy Rogers seconded to accept the agenda as distributed.

Motion passed.

Vestry Minutes – Ralph Blankenburg moved and Betsy Rogers seconded to accept the minutes of the April vestry meeting as revised. Motion passed. (A copy of the revised minutes with the corrections are attached.) A discussion regarding the correctness of using email to determine the outcome of a vote on any issue followed. George Hughes moved and Judy Bush seconded that the vestry will avoid, if at all possible, voting or decisions by email. Motion passed.

Sound System – Ralph Blankenburg reported on the sound proposal and the hearing loop. He stated that we need a cart for the projector. It was suggested that we consider our true needs and it is important to have equipment that is simple to use. Betsy moved to approve the expenditure of \$400 for a new cart and to spend \$9,066 for the entire project as presented. Norma seconded. Motion passed. Ralph also noted that we need counters to help count the money on Sunday mornings after the service. He will put a sign-up sheet in clip board alley.

Rector's Report

- **May 13 Meeting on Evangelism** – a presentation was given by Carrie Heddington but it was mostly for small towns but was not really applicable for us.
- **May Birthdays at Scandia** – will be at 2:00 p.m. in the chapel on Thursday, May 25.
- **Change in Lectionary Class Schedule** – will meet on Wednesday mornings at 9:30 a.m. through June.
- **Diemer Bequest** – will be coming soon in the amount of about \$80,000.
- **Welcome Service** – Barb stated that she would have a short service during the regular 10:00 o'clock service on Pentecost Sunday, June 4, for newcomers to St. Luke's in the last couple of years and she will explain membership status and categories of membership.
- **Gettel Concert** – there will be a concert by the Ladies' Colegium under the direction of Jenny Gettel at St. Luke's Church on Saturday, June 24 at 7:00 p.m. There will be a free will offering.
- **Voting Procedures via email** – see vestry minutes above.
- **CCV** – is scheduled for Sunday, June 11 from 11:30 a.m. to about 2:30 p.m. and will involve interviews on the strengths and weaknesses of the parish. It is hoped that all vestry members will attend as well as parishioners.
- **Prospective Retirement Date** – Barb intends to ask permission from the Bishop to continue as rector of St. Luke's to August of 2018.

- **Disbursements from Budgets** – there have been some questions about when it's possible to have disbursements made without authorization from the vestry. George Hughes moved that the Junior

Warden be authorized to spend up to \$500 to make repairs or improvements to the church. Steve Elliott seconded. Motion passed.

- **Bishop's Visitation** – will be on Sunday, June 25 when we expect to have a Baptism, a Confirmation and John Hauser will be received as he enters the discernment process. There will be a reception with everyone bringing food items.
- **Other** – It was suggested that our clergy be listed on the website. There was no objection.
- **Opening Prayer** – Barb suggested that our opening prayer be more detailed to spend about 15 minutes to prepare the vestry for the work they have at hand and that our meetings be vested in sacramental thoughts. It was suggested that for the spiritual growth and helpful business of the church, it could be done with a 15-20 minute concentrated study session. Norma suggested that we use a Consent Agenda to speed up our meetings.

Senior Warden's Report

- **Policy Review** – Betsy suggested that we move the discussion on the Constitution and By-laws to the July vestry meeting. Norma, Barb, Steve and Betsy will reconvene to discuss these suggested changes. After this, all the policies will have been reviewed and updated.
- **Vestry Potluck** – was discussed for vestry members and their spouses. It was agreed to have one this summer, but a date was not determined. Ralph and Kathy Blankenburg have offered to host this event.

Junior Warden

- **Gutters** – Doug reported that the gutters have been installed for \$411 by R&R Company which had been suggested by Jim Peterman. Doug also stated that he will strip and/or cut down dead trees and will arrange to get rid of the debris around the building and the shed.
- **Geocaching** – St. Luke's has been listed as a place for geocaching and the spot is in place. The Door County Kiosk will show that St. Luke's is a location for a cache.
- **Domicile Property** – Doug briefed us on the new property next door and how the building will be used.

Treasurer's Report

- **Financials** – financial reports were sent to the vestry. The Balance Sheet of May 17, 2017 indicated total assets of \$293,267.37. The expense to budget performance of January – April reflected a total net income of \$55,255.24 and total expenses of \$30,838.07 reflecting a surplus of \$24,417.17. Various items were discussed. The monthly reports will be filed for audit.
- **New Bookkeeper** – Julian Newman (the new bookkeeper) has been working out well.
- **Financial Review** – will be held on May 24.

Committee Reports

- **Sound and Equipment System in the Canterbury Room** – Ralph's Report is noted above.

- **Money counters** – Ralph’s Report is noted above.
- **Canterbury Cinema** – Norma reported that the Canterbury Cinema has been successful and 13 people attended the most recent event.
- **Evangelism** – discussion centered around getting the word out to the community advertising our events. Suggestions included using the Pulse, email releases to local churches, etc.
- **Hearing Loop and Receivers** – George reported that the Loop has been installed and we have purchased two receivers. The total amount was \$3,148.
- **Window** – was discussed regarding the right front window in the chancel. It was suggested that a committee be formed to discuss the issue and bring a suggestion to the vestry. The vestry agreed that there should be no vestry or parish-sponsored fundraising for this project, but if individual parishioners choose to make contributions toward it, those gifts would be gratefully received. [Norma Bramsen moved that a small committee be formed to develop ideas on the window project.](#) [Doug Schwartz seconded.](#) [Motion passed.](#) Norma Bramsen and Jim Peterman offered to serve on this committee.
- **Outreach** – Judy reported that the big outreach push is Saturday, at the church rummage sale.

Old Business – none

New Business – none.

Adjourn – the meeting was adjourned at 3:45 p.m..

The next vestry meeting will be held on Friday, June 16 at 1:45 p.m. in the Canterbury Room.

Barb will do devotions for the June meeting.

Respectfully submitted,
Jane Weis, Clerk