

ST. LUKE'S EPISCOPAL CHURCH
VESTRY MINUTES OF SEPTEMBER 17, 2017

The vestry met on Sunday 17, 2017 in the Canterbury Room at St. Luke's Church at 11:30 a.m. Present were Barbara Sajna, Rector; Betsy Rogers, Sr. Warden; and vestry members: Ralph Blankenburg, Norma Bramsen, Judy Bush, Steve Elliott, George Hughes, David Skidmore. Also present was Jane Weis, Clerk.

Barb Sajna conducted the devotions.

Agenda – Betsy Rogers moved and Judy Bush seconded to accept the agenda as distributed. Motion passed.

Vestry Minutes – Betsy Rogers moved and Judy Bush seconded to accept the minutes of the July vestry meeting. Motion passed. George Hughes moved and Steve Elliott seconded to accept the special minutes of Sunday, July 30 regarding the failed air conditioning unit and the request to have it replaced by Wulf Brothers for a total price of \$4,150. Motion passed.

Rector's Report

- **CCV Report** – to date there has been no reply from this group.
- **Meeting with Bishop/Letter** – Barb reported that she had met with the Bishop regarding her request to serve another year as full-time priest at St. Luke's. He has agreed to continue on a year by year basis. Betsy read the letter to the Bishop requesting that Barb continue in that capacity. Steve Elliott moved and Judy Bush seconded that the letter be approved. Motion passed.
- **Stewardship Campaign** – it was agreed that Betsy will write stewardship letter to be approved at the October Vestry meeting, Jane will prepare the mailings and Barb will determine who will receive the letter. It was suggested that there be a procedure written for Stewardship which will be done.
- **Change Workshop** – Barb reported that there will be a CCV workshop on dealing with change in congregations in Green Bay on Saturday, September 30th. \$15 will be charged to cover the lunch.
- **John Hauser Committee** – is made up of Betsy Rogers, David Skidmore, Mike and Marsha Eischen, Pat Wisner and Jeremy Schwab. The committee will hold its first meeting, with a diocesan representative, October 14. John hopes to become more involved in the life of the parish.
- **Insurance Increase** – the diocese was notified that our insurance carrier presented the diocese with two options: 1. Keep the coverage the same and substantially increase the premiums, or 2. Make some adjustments to coverage and implement only a 2% increase in premiums. The diocese decided to go with the second option. Changes to the policy will include reduced flood coverage and putting a limit of 115% of the insured value of the property.. No parish action is required as this is done on the diocesan level.
- **Lessons and Carols** – St. Luke's will host this event on Sunday, December 3 with Holy Nativity/Christ the King being our invited guests.
- **Other:** Jim Kaminsky, the new owner of the former Domicile Gift Shop, has expressed interest in possibly purchasing some of our property. Barb distributed copies of the survey of the property. (Copy is attached to the minutes.) After general discussion, George Hughes moved and Betsy seconded not to consider selling any of our land at this time. Motion passed. (*Subsequently, Barb notified Mr. Kaminsky of this vestry decision.*)
- **Scandia Tea** – it was suggested that we offer to have the annual Scandia Tea on Wednesday, December 13th.

Senior Warden's Report

- **By-laws Update** – The bishop has approved our proposed bylaws revisions, which will now be distributed to the parish for action at the January annual meeting.
- **Other** – Jean Barrett has requested input from the vestry on having gourmet dinners. It was decided to ask her to do it next spring as we are continuing the Foyer dinners through the winter.

- **Signage** – We anticipate budgeting for new signage in the 2018 budget. Betsy will convene the sign committee to review design options and make a proposal to the vestry.

Junior Warden – Doug was not present. His report will be given at the next vestry meeting. However there were several matters the vestry considered including Doug's email regarding deterioration on some of the framing members of the box windows on both sides of the nave. Tom Dier of Forestville Builders looked at these areas and provided an estimate of \$3,000 to \$3,500 to repair. *Steve moved and George seconded to postpone this issue until next April or May with the suggestion that the item be discussed and budgeted.* George Hughes also suggested that we obtain a second estimate from Doug Lettie, which he will do.

Treasurer's Report

- **Financials** – financial reports were sent to the vestry. The Balance Sheet as of August 31, 2017 indicated total assets of \$373,833.19. The financial report for the month of August reflected a total net income of \$10,571.94 and total expenses of \$24,612.38 indicating a deficit of **\$14,040.44**. This was partially explained by the cost of Building Improvements. Year-to-date reports against the budget items indicated total income of \$176,124.08 and total expenses of \$93,184.13 reflecting a surplus of \$82,939.95. The monthly reports will be filed for audit.

Committee Reports

- **Sound System** – Ralph reported it is installed, but we will have to get an electrician to install the proper outlet in the closet.
- **Disposal of TV/Cart** – George Hughes reported that the TV cart will be given to Gibraltar School and they will pick it up. Ralph reported that there is other equipment, i.e. the sound bar and the projector, and it was suggested that it all be donated to Gibraltar if they want it. *Betsy moved and Judy seconded to donate this equipment to Gibraltar. Motion passed.*
- **Outreach** – it was announced that there will be a concert performed by violinist Beth Chafey-Hon at St. Luke's on Sunday, October 29. This will be a fundraiser for Episcopal Relief and Development to help with the hurricane recovery costs. *(Subsequently, the date for this concert will be Sunday, November 5.)*

New Business

- **Amazon Smile** – Norma Bramsen reported that Amazon donates 0.5% of the price of your eligible Amazon Smile purchases to the charitable organization of your choice and suggested that we should consider doing this for St. Luke's. David will register us and it will be put in the Newsletter.

- **The communications committee** consists of Norma Bramsen, Joanne Skidmore and Carol Ann Osinsky. Joanne reports that she is having trouble getting submissions for the Northern Light newsletter. This committee will report further at the December vestry meeting.
- **Online document storage** – Norma also suggested that we consider creating an online repository for parish and vestry documents. David and Norma will bring suggestions to the December vestry.

Old Business

- **Contracting Procedures** – it was suggested that we need procedures to follow when dealing with large maintenance issues around the church building. Barb, Ralph, George and Doug will work on preparing a policy and bring it to a future vestry meeting.
- **Investment policies** – David Skidmore passed out Episcopal Church policies about investments and the vestry discussed our adherence to them. This topic requires more discussion.

Adjourn – the meeting was adjourned.

The next vestry meeting will be held on Sunday, October 15 following the coffee hour in the Canterbury Room.

Betsy will provide the devotions for the October meeting.

Respectfully submitted,
Jane Weis, Clerk