

St. Luke's Vestry Meeting Minutes Nov. 17, 2019

Attendees: Mother Barb, Betsy Rogers, Karen Malzahn, Susan Hoffert, Carol Ann Osinski, George Hughes, Pete Thelen, Paul Neuman, Carol Heil

Procedural

Agenda approved

Minutes approved

Rector's Report

Lessons and Carols will be held Sunday, Dec. 1.

The Scandia Tea is set for Tuesday, Dec. 10.

The Annual Meeting is set for the third Sunday in January. Jane will assemble the Committee Reports and will contact those from whom an annual report is required.

Pete and Carol, filling two expired terms, have agreed to be nominated for the new terms. Betsy and George also agreed to continue on as Senior Warden and Junior Warden, respectively. Therefore is no need to recruit anyone for any openings.

The Treasurers have also agreed to continue their roles through next year.

The clergy housing allowance needs to be approved by the Vestry. Betsy will bring a letter draft to the December Vestry meeting for approval.

The December meeting will be held on the 15th. Jude will present the final budget at that meeting.

Christmas services are scheduled at 4 p.m. Dec. 24, which will include a buffet afterwards. Christmas Day services will be held at 10 a.m.

Senior Warden Report

Betsy reported that we are on track to hit our preliminary budget with 30-34 pledges confirmed and about 20 still outstanding. Reminders will be sent in emails and announced at Sunday services. There was some discussion about moving the deadline for pledges to an earlier date next year in order to include more of the summer residents. There was also a suggestion to consider allowing people to pledge online for convenience.

Foyer groups will be announced soon and begin after the 1st of the year.

Junior Warden Report

George announced there has been an increase in our insurance premiums. There is a question as to whether coverage includes the piano, sound system and stained glass window.

He will be meeting with Action Electric to discuss the parking lot lights. He mentioned removing the lamps from the east side of the Church as well. The estimate will be given to the treasurers before the final budget.

The AV system has failed—Ralph Blankenburg contacted Sues Electric to look at it. There may be a bill for replacement parts. It was suggested Ralph also check the warranty.

He suggested putting into the budget a line item not to exceed \$10,000 to cover repairs and unforeseen building needs. There was discussion but no vote.

The relamping of the Sanctuary is about to begin.

Julianna has requested to move the treasurer's office back upstairs, if she is able to physically use the stairs. Sharing the office has created cramped quarters for both the secretary and the treasurers. However, it was agreed that adding the stronger connectivity was still useful and would continue wherever the treasurer's office is located.

Treasurer's Report

Karen reported that the team will be making their reports more user friendly starting in December.

A motion was made by George, seconded by Karen and was approved to pay the \$16,308 Diocese pledge request. Barb will fill out and send in the pledge sheet.

The Vestry was asked to review the presentation budget and give Karen any ideas for changes before the December Vestry meeting so the final budget can be approved at that meeting. Jude will do the presentation at that meeting.

There are no red flags as to the investments or activity of the current budget. Investments have been strong. There was some discussion as to whether to move the CDs we are buying from Nicolet Bank to CIT Bank but it was decided to continue buying three more CDs through February per the original plan given their performance.

Pete motioned that we increase Barb's salary \$5,000. Carol Ann seconded and the motion carried unanimously.

A question came up regarding the need for changes/clarity in St. Luke's gift policy. Betsy moved and Steve seconded that it be changed. Barb reported that she is revising it.

Committee Reports

Carol Ann reported that Karen Schwartz has volunteered to head the Kitchen Committee.

Old Business

A question came up as to whether the ad in the Peninsula Pulse has been corrected. Pete said he would speak to the editor.

New Business

None

Respectfully submitted

Susan Hoffert
Vestry Clerk