

**Saint Timothy's Episcopal Church Vestry Meeting Minutes  
Draft 1  
Wednesday, April 19, 2023**

SUMMARY:

**MOTIONS:**

- The vestry unanimously approved the March Meetings: March 15<sup>th</sup> regular vestry meeting, March 15<sup>th</sup> Executive Session, and March 30<sup>th</sup> Zoom Meeting, the reports and documents submitted by the treasurer, the rector, and several commission reports.

Attendees: Ade Adekunle, Karen Anderson, Todd Bryant, Charlie Wills, Dick Firth, Susan Geissler-O'Neil (NV), Teresa Rajaratnam, Cathy Wickboldt, Liz Knape, Gabel Chong-Horsley, and Cecilia Oduwole, Taiwo Ojetayo, and Kris Manning,

Absent: Steve Oki

**Call to Order:** The meeting was called to order at 6:33 @ Grace House

1) **Opening Contemplative Reading**

2) **Opening Prayer** – Pastor Todd

Pastor Todd prayed for the concerns and thanksgivings voiced by the vestry members.

3) **Review and Confirmation of Agenda**

4) **Introduction of Guests** – There were no guests at the meeting.

5) **Recurring Action Items** – Minutes, Treasurer's, Rector's, and Commission Reports

a) Approve minutes from the March 15<sup>th</sup> Vestry meeting, March 15<sup>th</sup> Executive Meeting, and March 30<sup>th</sup> Zoom Meeting

b) Treasurers Report, Balance Sheet, and P&L through March 30,2023

- (1) **Status of Diocesan Assessment Payment** – March assessment was not paid; therefore, a double payment will be made in April to cover missed payment.

(2) **Maintenance Reserve** – Due to expenses involving roofing and unforeseen elevator and sewer line repairs, our maintenance reserves currently stand at **\$100,000**. The cost of the roofing and repairs totaled **\$162,000**.

c) **Commission and other reports**

- Rector
- Administration
- Communications
- Outreach
- Property
- Social Justice Advocacy
- Adult Formation
- Fellowship
- Vital + Thriving
- Noah's Arc

**MOTION:** It was moved by Cathy Wickboldt, seconded by Liz Knape, and passed unanimously to approve the March Meetings: March 15<sup>th</sup> regular Vestry Meeting, March 15<sup>th</sup> Executive Session, and March 30<sup>th</sup> Zoom Meeting, the reports and documents submitted by the treasurer and several submitted rector and commission reports submitted prior to the meeting

6) **Non-Recurring Action Items**

7) **Discussion Items**

- **Update on Noah's Ark Sewer Line** – Karen reported that the line has been replaced and the concrete around the site has been paved.

8) **FYI**

- a) **LOA for Steve Zimmerman** – Dick negotiated a LOA for our bookkeeper, Steve Zimmerman, which was accepted and signed.

b) **Whole life Planning Workshop** –This comprehensive workshop will take place on May 6<sup>th</sup> at 9:30. Vestry members are encouraged to take advantage of this event.

c) **Nursery Worker** – Samantha Simmons has been hired as our new nursery worker.

9) **Closing Prayer** – Liz Knape

10) **Meeting Adjourned** at 7:15

Next Regular Vestry Meeting – May 17, 2023

Submitted by Kris Manning

**The following to be sent to Bev and Kimberly to be published in the Tidings:**

## **VESTRY MEETING HIGHLIGHTS**

The Vestry met on Wednesday, April 19, 2023, at 6:30pm in the Conference Room in Grace House.

### **MOTIONS:**

The minutes of the March 15<sup>th</sup> regular Vestry Meeting, March 15<sup>th</sup> Executive Session, and March 30<sup>th</sup> Zoom Meeting, the treasurer's report, rector's report, and several vestry commission reports were approved as submitted.

**PARISH FINANCES** – Treasurer – Dick Firth

- Maintenance Reserve – Due to expenses involving roofing and unforeseen elevator and sewer line repairs due to the flooding, our maintenance reserves currently stand at \$100,000. The cost of the roofing and repairs totaled \$162,000.

#### OTHER ISSUES DISCUSSED:

- Karen Anderson informed us that the Noah's Ark sewer line has been installed and completed.
- Steve Zimmerman will continue as Saint Timothy's Bookkeeper.
- Samantha Simmons has been hired as Saint Timothy's Nursery Worker.
- Whole life Planning Workshop –This comprehensive workshop will take place on May 6<sup>th</sup> at 9:30.
- Vital + Thriving: Saint Timothy's Journey of Faith," a parish-wide event, will take place on Sunday, May 7<sup>th</sup> after both services.

Parish members are welcome to attend vestry Meetings. The next meeting is on Wednesday, May 17, 2023, at 6:30 in the Conference Room in Grace House

The minutes of the Vestry meeting will be filed in the Parish Office after they are approved by the Vestry.

Submitted by Kris Manning, Vestry Clerk