

## **Vestry Meeting Minutes**

**April 27, 2014**

### **Attendance:**

- Mother Barbara, Vic Karcher, Jim Smith, Betsy Ivey, Cindy Stitt, Mike Stitt, Penny Goldstein, Linda Hoffman, Bill Gawors, Jan Rose, Andy Smeltz, Jennifer Morehouse, DottySue Ott, Mike Rhodes and David Luo.

### **Approval of March Minutes:**

- Minutes were emailed to all members earlier for review. Vic mentioned that we should do this in the months to come and make corrections early to elevate this step in the agenda. He also moved to approve last months minutes.

Action to approve was moved by Jan and seconded by Bill.

### **Treasurer's Report:**

- The report was sent via email to all members earlier but some member had problems viewing and printing the report.
  - a. Cindy asked if anyone had question or concerns about the report. Jan asked about the Buildings & Grounds item and why there was so much of a difference. Cindy explained the reasons why there was a difference from last year to this year. Jan asked about some other items from the report that members had problems seeing and printing so Cindy then went a little more in detail about each item on the report.
  - b. Barbara explained Outreach and other items and how the accounting is working. Jan asked about the incomes, Barbara explained how it should work as far as being counted properly by the counters on Sundays.
  - c. Cindy explained meeting with the bank and mentioned about moving to a non-profit checking, she handed out information for the member to view on the cds and memorial funds and mentioned what we might want to do with some of the cds that are not making much interest each month. She then mentioned the vestry needs to decide after looking the sheet over and gave some ideas on what the money for those items could be used for. Mike Stitt mentioned one of the

memorial funds had certain restrictions. Jan mentioned checking to see what cd was for what.

**Letter of Appreciation to Andy Smeltz for service as Senior Warden:**

- Barbara let Andy know we were so glad to have him as Senior Warden and how wonderful he made this past year be. She also let him know she was in the process of working on a letter for him. All the vestry members clapped to thank Andy for a job well done.

**Letter of Appreciation to Anne Herman from Vestry:**

- Vic told all members that a letter would be given at a later date and all vestry members should sign it before presenting it to her. He also mentioned Anne wanted Vickie notified that this will be her last cycle working for a check.

**Review of Safeguarding God's Children's Policy for Parent's:**

- Andy mentioned we should have a handout for parents to say what our parish policy is.

**Personnel Committee Report:**

- **Cleaning Contracts and Action Forward:**
  - a. Linda told the members the committee met on April 10<sup>th</sup> and explained the estimates they reviewed from professional cleaning crews.
  - b. The estimates and meeting was set up mainly to discuss cleaning of the kitchen, church, PLC and the upstairs. Jenny our current cleaner can not do most of the tasks that needed to be done on a regular basis. They also discussed the duties that Sue Davis does on Sunday and if she would need to continue if a professional team was contracted.
  - c. After review the committee came to the conclusion that it would be in the best interest of the church if we would hire a professional cleaning team. After reviewing each estimate they decided on First Impressions.
  - d. The committee discussed what would be expected of the new company, and want to go ahead with their contract they also need guidance on what should be done with Jenny and should she be offered a severance package. After a lengthy discussion it was decided Jenny should get a severance of \$1,000.00 and after it is given to her we should go to the parish and see if there are any members that would like to help. Vic motioned to approve.  
Action to approve was moved by Penny Goldstein and 2<sup>nd</sup> by Mike Rhodes and Bill.

### **Vestry Retreat:**

- Vic told all members that are not able to attend the retreat would be sent an email package to be completed and sent back. He also mentioned there would be packages made for those attending as well.

### **Reports:**

**a. Rector:**

Sent earlier via email.

**b. Curate:**

Sent earlier via email.

**c. Verger:**

Sent earlier via email.

**d. Building & Grounds:**

Jan asked about money for cleaning around the church, Mike Stitt explained what was going on with it. Jan let us know she was hiring the Boy Scouts to do the weeding in the Mary Garden. She mentioned she did not think it would be a good idea to plant anymore flowers around the church due to having problems getting people to weed the flower beds. Members discussed about having mulch put around the church and thought that would be a great idea. Vic motioned to approve.

Action to approve was moved by Linda and 2<sup>nd</sup> by Bill.

**e. Outreach:**

Sent earlier via email.

### **New Website:**

Vic mentioned the website is excellent and all members that have been on the site agreed.

### **Reflection Questions:**

- a. Jan mentioned Holy week & Easter being a highlight and other members agreed.
- b. Vic mentioned feeling God's presence at the end of today's service.  
Jennifer mentioned a service she attended in New York.  
Betsy mentioned her Ordination Service in Harrisburg.

Mike Stitt mentioned the Good Friday service from 12-3 and explained the Verger's part of the service the ringing of the bells.

- c. Jan mentioned concerns about the number of members who have not signed up to attend the Bishop's Retirement Service. Barbara expressed that all who could attend are welcome to join next week.
- d. Linda asked about the amount given to Jenny be \$1,000.00 and then going to parish later to put the money back. Linda motioned for it to be approved and 2<sup>nd</sup> by Bill.

**New Meeting:**

- ❖ Vic mentioned the date may change and members would be notified.

**Closing Prayer:**

Lord's Prayer by Vestry members.

**Meeting Adjourned:** 1:18 pm