

ST. AUGUSTINE'S in-the-Woods Episcopal Church
Minutes of Vestry Meeting
February 15, 2023

1. Call to Order: This meeting in the Parish Hall was called to order by the Rev. Jennifer B. Cleveland at 3:05.

In attendance were Rev. Jenny Cleveland (Rector), Frank Shirbroun (Rector's Warden), Kathryn Beaumont (People's Warden), Gail Corell, Bernie Barker, Elaine Ludtke, Maureen Masterson, Brad Portin, Mark Anderson, Nancy Ruff (Treasurer), and Joan Johnson (Clerk). Stephen Schwarzmann joined in on Zoom.

2. Reflections and Prayer: Kathryn opened the meeting with a prayer and with a blessing from "To Bless the Space Between Us" by John O'Donohue.

3. Minutes:

Clerk Joan Johnson

MOTION: that the minutes of the February 4, 2023, Vestry Meeting be approved as presented

1st – Frank

2nd – Bernie

Passed unanimously

4. Rector's Report:

The Rev. Jennifer B. Cleveland

A. The Care Committee is functioning and is currently in discernment as to best practices.

B. There will be a Welcome Committee training from 9:00 to 10:00 on February 26 for ushers, greeters, and Welcome Table staff. Gail suggested that perhaps the kitchen crew could be responsible for final locking up rather than the Welcome Table people.

C. Adult formation is a work in progress!

D. Transition gatherings have begun and will continue until all have had an opportunity to participate. The plan is to have the same questions and topics for conversation at each gathering in order to have one common conversation.

E. Conversations regarding safety at church and emergency preparedness are ongoing, with the goal of having protocols in place. Rev. Jenny handed out copies of reflections from Margaret Schultz and emphasized that it is important for people to know they are being listened to.

5. Treasurer's Report:

Treasurer Nancy Ruff

A. Treasurer Nancy Ruff submitted her Financial Summary and Treasurer's Reports in advance of the meeting. We are at just over 8% of the year. As of the end of January total income and pledges were at 7% of the budgeted amount and total expenses at 8%.

B. Brad asked about the organ repairs. Some pipes have bent and the organ makes a random strange sound. Henry Lebedenski has contacted someone to do the repairs. People have been storing things behind the organ, resulting in damage to the pipes. A sign will be posted letting people know not to use that space for storage!

C. The Audit Committee is scheduled to meet on February 28 at 3:00.

MOTION: that the Vestry approve the following persons to serve on the Audit Committee for the 2022 financial audit: Ron McKinnell (lead), Celia Metz, Gary Rickert, Carol Anderson, Len Hightower, Dann Jergenson, and David McClellan

1st – Stephen

2nd – Kathryn

Passed unanimously

D. Progress is being made in the transfer of church funds from U.S. Bank to SaviBank. The savings account at U.S. has been closed and some of the discretionary fund has been moved over to SaviBank. As soon as the last checks clear the operating fund at U.S. will be closed and all funds transferred to SaviBank.

6. People's Warden Report:*Kathryn Beaumont*

A. Kathryn attended a safety preparedness meeting and walk-about with Jenny and several church representatives. Mark (Buildings & Grounds) will organize and prioritize actions to be taken.

B. The Lenten Jesus in the Movies series will be advertised on Drew's List and on posters in the community. Ash Wednesday services will also be on Drew's List.

C. Future copies of the E-pistle will have a Warden's Column in order to help keep the congregation informed.

7. Rector's Warden Report:*Frank Shirbroun*

A. Frank offered thanks for a successful Vestry Retreat Day.

B. Jeffrey Cohen of Salish Seas decided that his group could not afford the liability insurance required by St. Augustine's, so their 2023 concerts will be held at Trinity Lutheran. The other concert series will continue to be at St. Augustine's.

C. *The Light* staff has requested funding for printing copies quarterly.

MOTION: that the Vestry approve \$450.00 per quarter for professional printing of 75 copies of *The Light* for community distribution, with the funds coming from Outreach & Evangelism

1st – Brad2nd – Gail**Passed unanimously**

D. Susan Sandri and the Trash & Treasure Committee are interested in offering the sale every other year, rather than yearly.

MOTION: that the next Trash & Treasure Sale be held in 2024 to provide time to assess the needs of the sale and the committee

1st – Elaine2nd – Brad**Passed**

E. After a careful, in-depth process the Communications Committee has submitted their proposed church logo and mark.

MOTION: that the Vestry approve the new logo and mark designs as created by Albert Rose and presented by the Communications Committee

1st – Mark2nd – Brad**Passed unanimously**

F. The 2023 Calendar of Annual Work was distributed. It serves as a guide and a reminder and can be updated.

8. Church Insurance:*The Rev. Jennifer B. Cleveland*

Laura Valente, Chancellor, recently recommended that the church insurance be increased.

MOTION: that the Vestry establish an ad hoc Insurance Committee to assess the church's insurance needs and options and ask the following people to serve on it: Stephen Schwarzmann, Jay Ryan, John Porter, and Laura Valente

1st – Frank2nd – Kathryn**Passed unanimously****9. Committee Reports:**

A. Prior to the meeting the following additional written reports were submitted:
Endowment Committee (Stephen Schwarzmann)
Stewardship Committee (Meade Brown)
Communications Committee (Kathryn Beaumont)

The Light (Robin Porter)

Trash & Treasure Committee (Susan Sandri)

Greening Committee (Celia Metz)

Episcopal Peace Fellowship (Dick Hall)

B. There were no further questions regarding any of these committees.

10. Celebration for New and Mutual Ministry

Rev. Jenny

A. Rev. Jenny asked Vestry members to sign up to do opening prayers for future Vestry meetings.

B. On Sunday, February 26, we will honor and thank Kathryn Rickert, Janet Holland, and Erin Howard for their musical leadership during the past few months.

C. At 4:45 the Vestry moved into the Sanctuary to discuss plans for next Sunday's service.

11. Closing Prayer and Adjournment:

Rev. Jenny offered a closing prayer and then the meeting was adjourned at 5:00.

Submitted by Joan Johnson, Vestry Clerk

Next Vestry Meeting: March 15, 2023 at 3:00
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