

**ST. AUGUSTINE’S in-the-Woods Episcopal Church**  
**Vestry Retreat and Meeting Minutes**  
**February 4, 2023      9:00 – 3:00**

Attending the morning portion of the retreat in Campbell Hall were the Rev. Jenny Cleveland (rector), Frank Shirbroun (Rector’s Warden), Bill Skubi (outgoing People’s Warden), Mic Kisinger, Gail Corell, Bernie Barker, Kathryn Beaumont, Elaine Ludtke, Maureen Masterson, Mark Anderson, Brad Portin, and Joan Johnson (Clerk).

The theme of the Retreat was “Pilgrims in this Place”. Time was spent exploring, experiencing, and meditating in the various areas of the church building and on the church grounds. Thoughts and suggestions were shared as to how this “Holy Ground” might be used to expand and deepen God’s Beloved Community.

**1. Call to Order:** Following lunch the Vestry Meeting was called to order by Rev. Jenny at 1:00. Nancy Ruff (Treasurer) joined in-person and Stephen Schwarzmann joined in on Zoom. Mic Kisinger and Bill Skubi, both out-going Vestry members, departed.

**2. Minutes:**

**MOTION:** that the minutes of the January 18, 2023, Vestry meeting be approved as presented

1<sup>st</sup> – Gail

2<sup>nd</sup> – Stephen

**Passed unanimously**

**3. Rector’s Housing Allowance:**

*Whereas The Rev. Jennifer B. Cleveland is compensated by St. Augustine’s in-the-Woods Episcopal Parish exclusively for her service as a minister of the gospel; and*

*Whereas St. Augustine’s in-the-Woods Episcopal Parish does not provide The Rev. Jennifer B. Cleveland with a rectory; and*

*Whereas, Section 107 of the Internal Revenue Code permits ministers to exclude from gross income (in computing federal income taxes) a church-designated housing allowance paid to them as part of their compensation to the extent used for actual expenses in owning or renting a home;*

*Therefore, it is hereby*

**RESOLVED:** that out of the total compensation of \$101,962 to be paid to The Rev. Jennifer B. Cleveland for the calendar year 2023, \$30,000 is hereby designated to be a housing allowance for that year

**An e-vote was taken on this motion on January 24, 2023, and vestry approval was unanimous.**

**4. Elections:**

**MOTION:** that Kathryn Beaumont be chosen as People’s Warden for 2023

1<sup>st</sup> – Elaine

2<sup>nd</sup> – Brad

**Passed unanimously**



F. Pictures of the Vestry members will be hung in the Parish Hall.

G. The establishment of communications norms for the Vestry was tabled until the next Vestry meeting.

**9. Closing Blessing and Adjournment:**

Rev. Jenny invited the Vestry members to create their own closing blessing by completing the sentence "May this be the year that..." The meeting was then adjourned at 3:00.

Submitted by Joan Johnson, Vestry Clerk

**Next Vestry Meeting: Wednesday, February 15, 2023 at 3:00**