



St. Timothy's Vestry Minutes

July 5th, 2022

Vestry Minutes taken by Dominic Dezzutti, Clerk of the Vestry

ATTENDANCE

Present: Rev. Mother Kim Seidman, Shawn Murphy (Senior Warden), Donna Packard (Junior Warden), Dominic Dezzutti, Victoria Parker, Marie Schriefer, Craig Bowie, Dig Chinn, Erin Blankenship, Tim Mills, Ann Pontius

Absent:

Mother Lauren Grubaugh Thomas, Dennis Haugh (Treasurer), Jennifer Daskocil

SPIRITUAL REFLECTION

Early evening prayer from the book of Common Prayer was recited.

CALL TO ORDER

Shawn called the meeting to order at 6:38p.m. A quorum was present.

APPROVAL OF MINUTES

Craig moved to approve the amended minutes of the June Vestry Meeting, and Victoria seconded the motion. Motion approved.

TREASURER REPORT

With Dennis' absence, Shawn reminded the Vestry of the Treasurer Report. Questions about the reporting of unrealized gains or losses from investments held by the church were discussed. In particular, should future budgets continue to include unrealized gains or losses from investments in the budget was discussed. Shawn mentioned that he will bring up the budget questions to Dennis and the Finance Committee.

CLERGY AND WARDEN REPORTS

Mother Kim received questions about her report regarding the options for the Youth Ministry leadership, either going with a part time hire or partner with the Center for Youth Ministry Training with an annual cost of \$51K per year for three years with an intern. The difficulties in finding applicants for part time positions was noted by many members. Other advantages of utilizing an internship partnership were also discussed. The potential CYMT intern would likely be able to begin in January. Discussion continued surrounding pros and cons of making a three-year financial commitment to the CYMT program. Craig inquired about next official steps

needed. Shawn reminded everyone that approving the new job description for the Youth Ministry position is in the New Business section of the meeting.

Regarding the Junior Warden report, Donna asked the Vestry members to send any notes from the phone calls to her as she compiles the information. Mother Kim asked members for anecdotal feedback from calls, which was provided.

Shawn did not submit a written report due to having COVID and being out of town during much of June.

NEW BUSINESS

Children and Youth Minister Job Description

Discussion was held regarding the proposed job description for the part time youth minister position.

Erin moved to approve the proposed job description and Dig seconded. The motion passed without dissent.

Craig moved to support pursuing the Center for Youth Ministry Training program in addition to posting the part time position, Erin seconded. The motion passed without dissent.

Capital Expenditure Report

Donna discussed the background of the project. Donna and Jana Loyd went back through Junior Warden and other reports back to 2019, Sam Lundgren's Capital Report, and additional information from Jana. Donna spent time with Mark Sneden regarding the Lundgren report, and compiled the thoughts into a spreadsheet that broke everything down by annual needs, occasional needs and property improvements. Priority was based on safety, cleanliness, liability, limiting future cost increases. The full report was then presented to Dennis, Shawn and Kim.

The capital improvements portion of the report was presented to the Vestry. The two exterior projects with the highest priority for multiple reasons were the parking lot pavement and lighting.

Donna asked the Vestry, on behalf of the Property Committee, for permission to get estimates for solar and conventional lighting solutions for the parking lot as well as estimates for new surfacing of the asphalt portion of the parking lot. Craig asked that the Property Committee consider adding inside security detail for upgrades. Victoria inquired about the possibility of grant funding that could help defray some of the costs for the capital improvement projects. Donna volunteered to contact Janice Woodward for grant funding possibilities.

Craig moved to ask for the property committee to begin acquiring bids and other information regarding the proposed lighting and repaving of the parking lot projects on the capital improvements list. Victoria seconded and the motion carried.

Finance Committee Bid Threshold Recommendation

Within the Treasurer's Report, the Finance Committee asked vestry to consider a modification of the threshold for acquiring bids.

Dig moved that all requests for property expenditures in excess of \$10,000 be accompanied by at least two bids and that all expenditures in excess of \$5,000 be reviewed by the Finance Committee and authorized by the Vestry. Ann seconded; the motion carried without dissent.

Assistant Treasurer Recruitment

Shawn mentioned that an Assistant Treasurer needs to be recruited. Shawn asked the Vestry to seek candidates and pass along names to Shawn, Dennis or Kim.

Reconsideration of the Mask Policy

Shawn led a discussion of potential reconsideration of the church's mask policy. The Executive Committee recommended that it be brought to the Vestry. Comments included reminders that the Diocese has recommended that each church make its own decision.

Ann moved to change the church's mask policy to optional, effective July 17th and Victoria seconded. The motion passed without dissent.

Coffee Hour Relocation

With the newly adopted mask policy changes, Coffee Hour will return to the parish hall, effective July 17th.

CALENDAR REVIEW

August 2nd – Vestry Meeting

August 19th-21st – Vestry Retreat

CLOSING PRAYER AND ADJOURNMENT

The group closed with a compline from the Book of Common Prayer.

There not being any additional business, Tim moved, and Craig seconded the motion to adjourn at 8:10 p.m. Approval was unanimous.

Respectfully Submitted,

Dominic Dezzutti
Clerk of the Vestry