

Vestry Meeting Minutes: August 25, 2022

Attendance: Rev. Kelly Steele, Rev. David Wantland, Kathy Field, Chris Goode, Susan Homar, Aubrey Browner, Pete Kastner, Kathryn McLearn, Sally Robinson, Suzanne Thomas. ZOOM: Dave Neises, Doug Eberle. Absent: Trevor Walker, Phil Snyder

David led with **Opening Prayer**.

Kathy led **St. Peter's Covenant**.

Kelly reviewed the **RESPECT Communication Guidelines**. The Vestry agreed to uphold the guidelines.

VPOC Reports: Kathy motioned to accept the VPOC reports. Pete seconded motion. All approved.

TEAM FORMATION: Group discussion on *Beyond Business as Usual*. How does a Vestry member pour water on a difficult situation at church? Listening; let people vent. If you get misinformation, make the person aware and educate. Communication is the biggest issue – need to be careful to close the loop. Surrender the right to lovingly take someone to the source. Do not be confrontational. Use the RESPECT principles. Listen and ask what they'd like us to do. Top job: know what's going on and share that.

Prayer Cards were traded.

Thank you notes have been received very well. Keep sending them.

COFFEE HOUR PROPOSAL: Discussion on how to get volunteers to support coffee hour. Dave asked if the Vestry felt this was a ministry we want to continue. It is a big job coordinating coffee hour as it's not just coffee and donuts. Consumption is voracious. The suggestion is: assign each committee in the church two Sunday's a year to host coffee hour. They will be responsible to buy the food or bake the food. Each Vestry member should take one coffee hour per year. Going forward: The sign-up sheet will be placed next to the food. Dave will start a new sign-up sheet for the year. Dave will e-mail the various committee's and ask for commitments with dates. For example – Choir, Wednesday Bible Study, The Market, Men's Club. And it needs to be understood coffee hour is not just providing food but also serving and cleaning up.

FINANCE REPORT – Doug. July was a good solid month; non-pledge income roared back. Expenses are underbudget. Financials were distributed to all vestry members. There are two motions from Doug. Sally seconded. All approved.

- ❖ Business Credit Card for Children's Ministry Director
Betsey Bass has started her position as Director of Children's Ministries and has requested a St. Peter's credit card to facilitate purchases for St. Peter's programs and operations.

1. **Motion:** The Finance Committee recommends Vestry approval for issuing a St. Peter's business credit card to Betsey Bass for use in purchasing materials for St. Peter's programs and operations.
2. **Diocesan Tithe:** The Vestry reviewed and accepted the 2023 Diocesan Tithe of \$78,978 and directed the Rector and Senior Warden to sign the Tithe Confirmation form. The Vestry declined to contribute additional special purpose funds beyond the tithe."

HVAC: The Vestry discussed the proposed motion.

❖ **Sanctuary HVAC**

The Sanctuary HVAC Ad-Hoc Committee has been working with Kern & Co, an architecture/engineering firm, to develop an RFP for a 30-ton replacement HVAC unit for the sanctuary in accordance with Phase 1 of the plan approved by the Vestry at their June 23, 2022 meeting. Kathy Field, Pete Kastner, and Phil Snyder are leading the HVAC Task Force efforts along with Kelly+. Boaen Mechanical was the low bidder on St Peter's HVAC RFP, \$81,000 less than the next bidder. The new HVAC unit is expected to be installed in March 2023. The HVAC Committee approves the Boaen bid. Pete brought the Finance Committee up to date on the Sanctuary HVAC system replacement efforts as of August 18.

Motion by Pete Kastner, Chair of the HVAC Ad-Hoc Committee:

The Finance Committee strongly recommends Vestry approval authorizing the HVAC Ad-Hoc Committee to finalize a contract with Boaen Mechanical for installation of a 30-Ton HVAC unit for the sanctuary and removal of the existing unit in accordance with their approval of the HVAC Committee's plans at the June 23, 2022 Vestry meeting. The Vestry approves the expenditure of up to \$110,000 (contract cost plus 10% contingency) from the Maintenance Reserve Fund for this project. The Vestry requests periodic installation progress reports from the HVAC Ad-Hoc Committee via the regular Vestry Consent Agenda (VPOC updates).

Kathy moved to accept the proposed motion. Sally seconded. Motion passed 9 yea, 1 nea.

MIDWEEK MEALS: Kathy gave an update on the upcoming Wednesday Midweek Meal program starting Sept 7th. Meals will be served from 5 – 6 p.m. Cost is \$10 per adult. Each week 4 volunteers are needed to be greeters and servers. Meals will be pre-plated. Kathryn will wash the tablecloths. Kelly will re-send the Sign-up Genuis link so vestry members can sign up. Kelly is working with the caterer. There will also be Holy Happy Hour from 4:30 – 5:00 coordinated by Pete & Randy.

LIVE STREAM EQUIPMENT:

Chris Goode: You are aware that we lost a camera during the severe lightening, at the same time that other pieces of equipment had similar problems at the church, including the Black Magic ATM Camera control with the predominant channel board being damaged. We initially circumvented that issue by using 1 out of 2 spare secondary channels, but also knew there was a long-term risk that this fix would possibly be unstable due to the demands of our system. The

manufacturer of the ATM cannot get the boards/chips to make the necessary repairs or build a new one. The drop in alternative would cost +/- \$6000.

On Sunday August 22, 2022 we ran into a stability issue, which Phil Hadaway and myself managed to work around, but frankly we are both too scared to switch off that particular device, as it could completely fail and still has not been switched off.

In the time since the initial fix Phil Hadaway has many spent hours researching to find a lower cost fix. The lowest cost replacement was simulated and determined to be successful just prior to the vestry meeting on August 25, 2022.

The current damaged unit is saleable to a homeowner who wants 4K capability with limited camera requirements or a church with 3 fixed camera shots, it is estimated that the sale price would be \$1250.

The cost of the lowest cost fix including installation, set up and training is \$2478.52, which will be the estimated initial outlay.

Once the new system is operating the current ATM will be sold for +/- \$1250, resulting in a net cost of +/- \$1230.

Doug motioned: Authorize to replace live stream equipment up to \$3000 from the Maintenance Reserve Fund with the intention of recovering \$1200. Pete seconded. All approved.

Phil Snyder is still recovering from ankle surgery. He is in a good deal of pain. Please keep him in prayers.

David led closing prayer @ 6:45 p.m.

Next meeting is September 22, 2022 – 4:30 p.m.