

St. Peter's Episcopal Church / Vestry Minutes, December 17, 2019

approved by email 12/31/2019

Members in attendance: Wyndie Eberle, Bob Gilbert, Debbie Giordan, Kim Ribbens, Ned Smith, John Sobke, Paul Soderberg, Randy Stolt, Judy Sweeterman, Jim Toedtman, Rev. Hunt Priest, Rev. Kelly Steele.

Also attending Chris Goode, Doug Eberle, Finance Chair, Cindy Howell, HR Chair, Emilie Miller, Clerk

The meeting was called to order at 5:30 pm.

Hunt began the meeting with a reading from Holy Currencies about Grace Margins. A discussion followed about how they apply to St. Peter's and where we have seen them in action. Hunt also discussed how the idea applies to the Sunday gospel reading (Mathew 1:18-25).

John led a reciting of the Vestry Covenant.

Consent Agenda:

The November minutes were approved by email.

The Finance Committee report was approved unanimously.

Church Administration:

Financial

Bob reviewed the monthly financials. He advised that we have received the Angel check but it was not reflected in the November numbers. Since we are still behind on 2019 pledges, a letter will be sent to everyone who is behind stressing the need to complete the pledge before year's end.

The treasurer's report was approved unanimously.

Cindy Howell, chair of the HR committee, requested 3% increase in staff salaries for 2020. This recognizes that there was no increase in 2019. She stated the HR Committee recommends "across the board" increases for budgeting purposes but will adjust individual pay based upon both tangible and intangible factors. These factors may include market rates for the position, the ability to attract employees and the individual's command of the skills needed. Our policy has not been "pay-for-performance" due to the inability to ensure we can increase pay with improved performance.

Superior performance has been addressed through bonuses in the past. More recently, we have used bonuses to give across-the-board gifts based upon two categories (full-time and part-time.) This policy was designed to reward teamwork and was decided by the rector and vestry.

A series of Vestry actions requested by the Finance Committee were addressed and approved:

- The Finance Committee recommends Vestry approval for issuing a St. Peter's business credit card to Joan Loos, head Librarian, for use in purchasing materials for St. Peter's library.
- The Finance Committee recommends Vestry approval to expend \$6,766 from the Maintenance Reserve Fund for these major repair items: HVAC electrical work and kitchen refrigerator repair.
- The Finance Committee recommends Vestry approval of the presented interim operating expense budget and adoption of a 2020 income & expense budget prior to the annual meeting on January 19, 2020.

Stewardship Campaign

Jim reported that the campaign exceeded the Angel challenge with new money both from increased pledges and new pledges. However, he stated that there were still not enough pledges to support the expenses. Vestry members will be contacting members who have pledged in the past but have not yet pledged this year. Jim also thanked the vestry and the finance committee for their roles in the Stewardship Campaign.

Strategic Planning Team

Randy Stated that the review with the vestry was well received. He acknowledged a need to rework the vision and mission statement and the implementation plans. He suggested that a joint committee of vestry members and the SP committee work on these modifications.

John introduced the following motion that was approved unanimously:

- Be it resolved, that the Vestry of St. Peter's Episcopal Church extends heartfelt gratitude to the Strategic Planning Committee chaired by Randy Stolt with members Kathy Field, John Kleine, Chuck Koepke, Hunt Priest, Kelly Steele, Jim Toedtman, Mal Welch, and Bill Cruse for their faithful and diligent labors over the last year in the creation of a Strategic Plan (SP) to guide our beloved Parish into the future. Accordingly, the Vestry approves in concept the draft submitted by the SP Committee, subject to further refinement by the committee; as well, the Vestry requests that the SP Committee continue in office until such time that leadership teams are appointed for each of the six Objectives, and Vestry liaisons are established for each Objective; further, the Vestry requests that the SP Committee formulate procedures for managing the progress of the six Objectives through the expected two to three year life of the plan; further, the Vestry requests that the SP Committee present a summary of the SP to the congregation at the annual meeting on January 19, 2020.

Church Mission/Ministry:**Vestry Retreat**

After discussion it was decided that the retreat would be held on February 7 from 6 to 9pm and on February 8 from 8:30 to 2. The location will be local but not at St. Peter's.

Mutual Ministry Review

John reported that the first review had gone well and that it was a useful experience. He also requested that future reviews be scheduled at a less busy time of the year.

St. Peter's Gala:

Debbie reported that the date of April 17, 2020 conflicts with the farewell party for the Bishop. A new date of April 16 was chosen as having the fewest conflicts.

Church Property:

Paul reported that the Sanctuary temperature and relative humidity have been stable for the past 5 months. Sanctuary temperature is set at 70 for Sundays and 65 during the week for winter months. The dehumidifiers are set at 45% relative humidity.

He listed current minor projects that are being addressed:

- Reviewing long range alternatives for the duct work beneath the sanctuary
- Direction signs of the Parish Hall, classrooms and offices
- Indoor painting projects for heavy traffic doors
- French drains in some water collection areas
- Contract reviews for grounds maintenance and irrigation system
- Energy consumption study to decrease usage
- Gutter work
- Touring all church spaces for fire hazards and clutter

Closing:

Kelly closed the meeting with Father Foley's Prayer for St. Peter's. The meeting adjourned at 7:15 pm.

The next Vestry meeting is January 14 at 5:30pm.

Respectfully submitted,

Emilie Miller, Vestry Clerk