

# minutes

St. Paul's Episcopal Church – Vestry Meeting		
17 May, 2022	6:30 PM	Zoom
Meeting called by	Kurt Wiesner	
Type of meeting	Regularly Scheduled Vestry	
Facilitator	Kurt	
Note taker	Russ Pack	
Attendees	Kurt Wiesner, Will Grua, Melissa Wank, Peggy McCray, Kelly Smith, Linda Roth, Ashley Gurling, Marshall Wright, Kristy Muday, Jon Anisko, Lori Morris, Phil Baese, Russ Pack Excused: Herman Beck, Geoff Ellis, Steffi Ortman	
Agenda Item 1: Finances		
	Melissa	
Discussion	<ol style="list-style-type: none"> <li>1. Executive Summary:               <ol style="list-style-type: none"> <li>a. Ended April 2022 with \$101,013.86 in cash and money market funds. This has improved our cash forecast for the year. At this rate, we will still have negative cash flow, but one month later, sometime between October and November, similar to 2021.</li> <li>b. The new savings account was opened at Zions Bank on 5/4/22. Transferred \$1,666,68 for Sabbatical on 5/4/22 which includes expense/designated liability from January to April 30.</li> <li>c. Moved 9:30 AM service music to a separate account. Still contained in music on page 3. To date - \$2,280.00 in expenses for this service have been incurred. This included \$540.00 for April.</li> <li>d. Both the endowment and the trust lost 6% in value in April due to market downturn and rising interest rates. This equated \$126,051.30 and \$16,582.99 respectively.</li> </ol> </li> <li>2. Forecasted deficit of \$27,280 by CYE</li> <li>3. Kurt recommended that the budget be discussed at the next all-parish meeting (to be scheduled). The meeting date and time will be determined and included in a Pentecostal letter with information from the FFA Budget and Administration Subcommittee (“Budget Subcommittee”).</li> <li>4. The Budget Subcommittee will meet to provide detail/recommendations to Kurt for the Pentecostal letter.</li> </ol>	
Action Items	Person Responsible	Deadline
Budget Subcommittee will draft information to be included in Kurt's Pentecostal Letter	Budget Subcommittee	Prior to June Vestry Meeting

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Draft a letter to Parish with possible parish-wide meeting notice	Kurt	Second draft at June Vestry Meeting
Consider budget cuts/savings or increase/grow revenues. Devote 1 hour at June Vestry meeting to discuss.	Vestry	Bring discussion ideas to June Vestry Meeting
Need to articulate FFA/Budget Subcommittee responsibilities	FFA	June Vestry Meeting
<b>Agenda Item 2: Preschool Grant</b>		
	Kristy and Kurt	
Discussion	<p>Rhonda is applying for a grant to take care of certain structural and other issues at the preschool (fencing, concrete step repair, artificial turf). This potential grant is through the State and available to the preschool as a “non-profit, childcare licensor.” Rhonda is requesting an endorsement from the Vestry to make the application.</p> <p>Kristy moved and Lori seconded that the Vestry authorize Rhonda to pursue the grant.</p> <p>Discussion: Does accepting the grant require any funding from or action by the parish or Vestry? Kurt indicated no but will confirm.</p> <p>The motion carried with all voting in favor.</p>	
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>
Kurt will confirm that no funding is required from the parish.	Kurt	
Rhonda will apply for the grant.	Rhonda	
<b>Agenda Item 3: Graduation Celebration and Other Observances</b>		
	Kurt	
Discussion	<ol style="list-style-type: none"> <li>1. Kurt reported that a Graduation Celebration will be held following the 11:00 service on 22 May to honor high school, college, EFM graduates. Funding will be through the Youth Mission Fund. Melissa and Dave Wank are in charge and are requesting assistance with set-up and clean-up.</li> <li>2. The Choir is requesting permission for a courtyard party to be held after services on Pentecost. The Vestry supports the request.</li> <li>3. An acknowledgement liturgy will be held on Monday 20 June for Juneteenth.</li> </ol>	
Contact Melissa to assist with 22 May cookout	Vestry	ASAP

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Agenda Item 4: Security		
	Kurt and Kristy	
Discussion	<ol style="list-style-type: none"> <li>1. We received the first full bid for an insurance claim associated with the break-in, with a 2<sup>nd</sup> bid possible. The Bid is \$16,000 (exclusive of the stained glass) with a \$1,000 deductible.</li> <li>2. Kristy reported that we are looking at several items under an “Emergency Preparedness Umbrella.”</li> <li>3. The FFA is recommending motion detectors through our security vendor, ADT. The cost for the detectors is \$1,663.14 plus a monthly recurring charge of \$11.30. A discussion ensued:               <ol style="list-style-type: none"> <li>a. This cost is spending that isn’t budgeted.</li> <li>b. The Budget Subcommittee believes that up-front costs could come from the Endowment. If approved, funding would need to be requested from Trustees.</li> <li>c. Should we have a separate Vestry meeting devoted to safety/security before we consider additions to our existing security system?</li> <li>d. Do we know the prevalence of false alarms from motion sensors?</li> <li>e. Do we know the costs associated with security or police checks if we have false alarms with the motion sensors?</li> <li>f. How are we keeping the office team safe?</li> <li>g. Do we need panic buttons for the ushers?</li> </ol> </li> </ol>	
Conclusions	The Vestry determined to table the recommendation and instead refer the above questions to the FFA.	
Action Items	Person Responsible	Deadline
Consider the questions under # 3 above	FFA	TBD

The meeting adjourned at 8:10 PM