

Grace Episcopal Church
Minutes of the Vestry Meeting
Tuesday, January 14, 2020

Vestry Present: John Dotson, Kelly Eschenroeder, Rebecca Harrison, Chris Ludbrook, Pat O'Brien, Susie Reis, Tom Voller

Vestry Absent: Mike Casey, Mike Heyer

Clergy Present: The Rev. Todd McDowell

Guests: Shari Bonham, Director of Development and Ministries Coordinator; Tim Engelbrecht, Treasurer; Betty Bowersox, Stewardship Committee Chair

The meeting was called to order at 7:05.

The opening prayer was given by Susie Reis. The opening prayer at the February Vestry meeting will be given by Kelly Eschenroeder.

The evening's agenda stood as presented.

Rebecca Harrison moved, and Susie Reis seconded, that the corrected minutes from the December 10, 2019 Vestry meeting be approved as written. Motion passed.

Father Todd reminded the Vestry that the Vestry retreat will take place on Friday evening, January 31, and Saturday, February 1 until 4:00 pm. The retreat will take place at Kingdom House in Belleville, IL. Former Senior Warden Lyn Ballard will lead Saturday's program, which will be long term planning for the parish. All former Senior Wardens have been invited to attend Saturday's session.

Five Marks of Mission: Ministries of Governance, Administration, Stewardship and Facility: *Financial Report:* Tim Engelbrecht presented the financial report for the year ending December 31, 2019. Pledge Income for the month of December was \$29,028, which was \$6,215 below budget. YTD Pledge Income was \$392,118 versus the budgeted amount of \$422,912. Total Revenues for the month were \$62,883, which was \$6,707 above budget. YTD Total Revenues were \$624,998 which was \$27,850 below budget. Total Expenses for December were \$51,456, which was \$1,189 below budget. YTD Expenses were \$624,488, which was \$27,714 below budget. Net Revenue for December was \$11,426, which was \$7,895 above the budgeted amount of \$3,531. YTD Net Revenue was \$510 versus the budgeted amount of \$646. Our current cash reserves would cover an estimated 1.75 months of the budgeted 2019 expenses. The finance committee recommends that cash reserves equal at least three months of our yearly budgeted expenses. Tim was happy to report that 2019 ended on budget. Kelly Eschenroeder moved, and Rebecca Harrison seconded, that the financial report for the year ending December 31, 2019 be received. Motion passed.

Tim reported that he talked to the City of Kirkwood regarding an unusually high water bill that resulted from extremely high water usage over a two day period. Murphy Company was servicing the boilers during that time, which may or may not have something to do with the spike in water usage. Murphy Company denies that they left water running. While the City was helpful in providing records for Tim's review, the cause for the spike in usage could not be determined, and the bill was paid. Tim noted that the sewer bill will be higher than normal, since sewer bills are based on water usage.

Tim noted that Plate Offering (unidentified cash offerings in collection plate) was budgeted for \$7,000.00 in 2019, but came in \$649.51 over budget. It is customary to transfer any budget overage from Plate Collection to Outreach. Rebecca Harrison moved, and John Dotson seconded, that the Vestry approve moving the \$649.51 overage in Plate Collection to Outreach. Motion passed.

Miscellaneous Designated Account: Father Todd announced that \$905.00 has been donated to Grace in memory of Mike Gibbons Sr.. Pending approval of the Vestry, that money, plus gifts from the Mike and Liz Gibbons family and the Edie and Dan Barnard family, will be used to pay for the painting of the beams in the nave. Rebecca Harrison moved, and Tom Voller seconded, that the Vestry approve moving the following funds from the Miscellaneous Designated Account to various Legacy Fund accounts as follows:

\$30.00 from Legacy Fund Donation (Children and Youth) to Legacy Fund Children and Youth
\$1,000.00 from M. Bock memorial to Legacy Fund Columbarium
\$200.00 from Barry memorial to Legacy Fund Outreach
\$50.00 from Wilton memorial to Legacy Undesignated
\$905.00 from Gibbons memorial will be used toward the cost of painting the beams in the nave.
Motion passed.

Our Journey Continues: Tim Engelbrecht informed the Vestry that an additional pledge was made to the capital campaign in the amount of \$25,000.00. The additional pledge is included in the “our Journey Continues” report dated 12/31/19. Funds received are moved on a quarterly basis to the appropriate accounts, based on the allocation percentages approved by the Vestry. Pat O’Brien moved, and Rebecca Harrison seconded, that the following funds received over the last quarter be allocated as follows: \$2,470.00 to the Capital Reserve Lighting Project account, \$10,091.49 to the Legacy Fund – Outreach account, \$10,091.49 to the Capital Reserve Debt Reduction account, and \$70,640.43 to the Legacy Fund – Building and Grounds account. Motion passed.

Carl Luyties Gift: Tim informed the Vestry that Grace has been the recipient of quarterly payments of about \$400.00 from the trust of former parishioner Carl Luyties. The trust stipulated that after three individuals who received payments from the trust had passed away, the principal of the trust would be split between four charities. Grace Episcopal Church is listed as one of the charities, and will receive a payment of \$250,000.00, which will go to the Endowment Fund. The trust stipulated that there needs to be a corporate resolution allowing Tim Engelbrecht to sign paperwork on behalf of Grace Episcopal Church. Consequently, Rebecca Harrison moved, and Susie Reis seconded, that the following resolution be adopted by the Vestry of Grace Episcopal Church:

Corporate Resolution of Signing Authority for Timothy Engelbrecht

Approved by the Vestry at its regular meeting
Tuesday, January 14, 2020

WHEREAS, the Vestry of Grace Episcopal Church desires to grant signing and authority to Timothy Engelbrecht.

RESOLVED, that the Vestry of Grace Episcopal Church hereby grants signing authority to Timothy Engelbrecht, Treasurer of Grace Episcopal Church, Kirkwood, Missouri, on documents pertaining to Grace Episcopal Church.

Motion passed.

Stewardship Campaign: Betty Bowersox distributed a Stewardship Committee report to the Vestry. As of 1/14/2020, 124 pledges have been received, totaling \$377,758.00. There are 8 pledged still expected to be received, totaling an estimated \$9,140.00. The average pledge is \$3,046.00.

Budget 2020: Tim Engelbrecht provided the Vestry with the proposed 2020 budget. The Finance Committee worked through the initial budget and made adjustments which resulted in the proposed budget being balanced. Tim extended thanks to Grace's staff and committee heads for spending wisely. Pat O'Brien moved, and Kelly Eschenroeder seconded, that the Vestry approve the 2020 budget. Motion passed. The 2020 budget will be presented to the parish at the annual meeting on January 26. Tim will complete paperwork to be submitted to the Diocese indicating that Grace will pay its full diocesan assessment. Grace has paid the full diocesan assessment since 2013. Father Todd extended thanks to all who helped craft the 2020 budget.

Proclaim the Good News: *Worship, Music:* Pat O'Brien noted that it was nice to hear that the contemporary song "Mary Did You Know" was sung at a recent service.

Teach, Baptize and Nurture New Believers: *Invite, Welcome, Connect :* Shari Bonham extended thanks to Rachel Major for her help with social media. There have been several visitors lately who reported that they attended as a result of the social media.

Respond to Human Need, Seek to Transform Unjust Structures: *Outreach:* Grace parishioners cooked at Grace and transported and served the hot lunch at Trinity Central West End on January 12.

Junior Warden Report: Rebecca Harrison reported that the stone caps for the spire base should be in by mid-February. The coppersmith can do his work after the caps are installed.

Nave lighting has been ordered and should be in by March 1. CertaPro is available to paint at any time.

Rebecca thanked Chris Ludbrook for his snow shoveling this winter.

Rebecca thanked everyone who has volunteered to help maintain the garden beds, which helps keep costs down.

Rebecca reported that the large triangular windows over the choir loft and organ are leaking. They need to be recaulked at the very least, but since there will be a lift in the church due the lighting and painting projects, it is an opportune time to get bids for thermal glass replacement windows.

Senior Warden Report: Father Todd reported for Mike Heyer. Thanks were extended to outgoing Vestry member Tom Voller, whose term concludes after elections are final at the annual meeting on January 26. Thanks were extended to the entire Voller family for their work in the garden beds.

Report of the Rector: *Trustees for Endowment Fund:* Father Todd reported that some inaccuracies were discovered in the term dates for some Endowment Fund Committee members. Ten years of meeting minutes were reviewed to make sure that all committee members will serve a three year term. Committee members Diane Warhover, Chris Pierce and Don Neubacher will be cycling off the committee.

Rebecca Harrison moved, and Susie Reis seconded, that the Vestry confirm the term expiration dates for the following Endowment Committee members:

Bill Cadwallader - term will end in 2021.

Ron Ryan - term will end in 2022.

Mike Gibbons- term will end in 2022, and he is eligible to serve another three-year term.

Janet Mika – term will end in 2021

And to elect the following people to serve on the Endowment Committee:

Julie Sward – term ends in 2023

Brent VanConia – term ends in 2023.

Motion passed.

Convention Delegates: Pat O'Brien moved, and Chris Ludbrook seconded, that the Vestry nominate Vince and Michele Nicosia to serve as convention delegates. Motion passed. Elections will be held at the annual meeting. Father Todd will ask Debbie Caby if she would be willing to serve as an alternate convention delegate.

Father Todd extended thanks to Chris Ludbrook and Rebecca Harrison for agreeing to serve a second three year term on the Vestry. Katie Compton's name will be put forward at the annual meeting, along with Chris Ludbrook and Rebecca Harrison, for election to the Vestry.

Father Todd was happy to report that Mike Heyer accepted Father Todd's appointment to the position of Senior Warden. This will be Mike's second term serving as Senior Warden.

Rebecca Harrison is willing to serve a second term as Junior Warden. The Junior Warden will be elected by the Vestry at a special Vestry meeting held after the annual meeting.

Father Todd will ask Mike Casey if he is willing to learn how the HVAC system works.

Brent VanConia will speak at the annual meeting, explaining his new role in planned giving.

Stained Glass Windows: Father Todd had received an email from someone interested in buying the Tiffany stained glass windows on the north wall of the nave. Further investigation revealed that the market for Tiffany windows is saturated. A quote from Emil Frei & Associates has been received for the cost of protective glass for the Tiffany windows.

The evening's meeting concluded with a reading of Compline.

Meeting adjourned at 9:20.

Respectfully submitted

Sue Nixon

Secretary of the Vestry

Motions from the January 14, 2020 Vestry meeting

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