

**Grace Episcopal Church**  
**Minutes of the Vestry Meeting**  
**August 9, 2022**

**Vestry Present:** John Adams, Lyn Ballard, Mike Casey, Kelly Eschenroeder, Rebecca Harrison, Chris Ludbrook, Susie Reis, Jim Wethington, Ann VanConia

**Vestry Absent:** None

**Clergy Present:** The Rev. Thomas Skillings

**Guests:** Shari Bonham, Director of Development and Ministries Coordinator; Dick Entenmann, Personnel; Tim Engelbrecht, Treasurer (via Zoom); Andy Miller and Brent VanConia, Transition team

The meeting was called to order at 7:02.

The opening prayer was given by Rebecca Harrison. Jim Wethington will give the prayer at the September Vestry meeting.

Rebecca Harrison moved, and Susie Reis seconded, that the evening's agenda stand as presented. Motion passed.

Rebecca Harrison moved, and Susie Reis seconded, that the minutes from the June 14, 2022 and the July 5, 2022 Vestry meetings be approved as drawn. Motion passed.

**Five Marks of Mission:** Teach, Baptize and Nurture New Believers: *Invite, Welcome, Connect:* Shari Bonham reminded the Vestry that there are many upcoming events that Vestry members can talk about when they make their phone calls to parishioners. Mother Ginny's farewell celebration will be held on August 28, the "welcome back" pancake breakfast will be held on September 11, the blessing of the animals will be held in October and the annual golf outing will be held on October 16.

Discernment Team Report: Discernment Team co-chair Lyn Ballard reported that the team met on August 8. Lyn provided the Vestry with a written report. Lyn noted that the Vestry will need to be "cheerleaders" regarding the comprehensive, parish wide survey that will be sent to parishioners soon. Survey team members Brent Van Conia, who is taking the lead on the focus groups; and Andy Miller, who is taking the lead on the survey, provided the Vestry with a written report. Andy let the Vestry know that the team has secured the services of Holy Cow Consulting to administer an online survey. Brent talked about the in-person listening sessions that will take place. A timeline was provided, which assumes that candidate/s will be presented to the Vestry by April 1. Brent Van Conia will attend the November 8 Vestry meeting to present the results of the survey and the listening sessions. Brent noted that all parishioners aged 16 and older will be asked to take the survey. Andy estimates that about 65% of the parish will complete the survey. We will probably be able to get information about people who attend services online so a survey can be sent to them.

Lyn thanked Chris Ludbrook for the time he has put in gathering information that the Vestry can use in deciding how to move forward with selecting a consultant. Chris sent the Vestry a detailed email regarding the Vestry's charge to the Discernment Team (DT) requesting a slate of candidates, including questions answered by Anne Schmidt and Bishop Deon Johnson.

Discussion was held regarding hiring a Discernment Team (DT) consultant. Three names were brought up as possibilities for that position – Anne Schmidt, The Rt Rev Ron Clingenpeel, and The Rev Dr Gary Butterworth. Anne Schmidt holds the position that the DT should provide one name to the Vestry for approval. She would understand completely if the Vestry did not secure her services because they wanted the DT to present a slate of candidates to choose from. The Revs Clingenpeel and Butterworth would both allow the Vestry to request a slate of candidates from the DT from which the Vestry would choose. The Vestry discussed their thoughts on a single candidate vs. multiple candidates being presented to the Vestry. John Adams moved, and Kelly Eschenroeder seconded, that the Vestry call Anne Schmidt to serve as consultant to the Discernment Team, moving forward with her recommendations, and adjusting the Vestry's charge to the Discernment Team to present one candidate to the Vestry for approval. 7 yea, 1 nay, 1 abstained. Motion passed. On Sunday, Chris will announce to the parish that a consultant will be engaged.

#### Ministries of Governance, Administration, Stewardship and Facility:

*Financial Report:* Treasurer Tim Engelbrecht gave an abbreviated financial report for the month ending July 31, 2022. Copies of the financial report for the month were distributed to the Vestry. Although July ending in a deficit position, the YTD numbers are still in positive territory. Tim noted that plate offerings, which go to Outreach, are significantly over budget. Rebecca Harrison moved, and Susie Reis seconded, that the Vestry approve the financial report for the month ending July 31, 2022. Motion passed.

*Our Journey Continues:* Tim reported that the capital campaign ended in May. Pledge statements will be mailed next week, and will include a flier thanking those who contributed to the campaign. It is estimated that Grace will probably receive an additional \$10 - \$15 thousand dollars from parishioners who have not yet fulfilled their pledge. A letter will be sent to parishioners in late August or early September with the final results of the campaign. After the results are finalized, debt will be paid down and funds will be disbursed to the proper accounts.

The Finance Committee met in mid- July. They discussed some budget overages, including a surprisingly high gas, a new freezer, an HVAC leak inspection and repairs to the handicapped accessible door. The expenses can largely be offset by areas of budget savings. The committee also discussed transition expenses that will overlap with Fr Todd's employment, which officially ends in September. Financial controls were reviewed to make sure they are up to date.

*Commissary Kitchen:* Tim reported that the kitchen was not being cleaned to the standards set forth by Grace. One tenant was identified as not cleaning as required. He has received thorough instructions, and will be observed to make sure he continues to clean properly. We are still waiting for a part to repair the dishwasher.

Respond to Human Need, Seek Peace & Justice: Outreach Programs, Activities: John Adams reported highlights from the recent outreach committee meeting. He will post minutes from the meeting in Albright Hall. The committee thinks it is important to have information about outreach at Grace included in the parish profile. John will talk to Dianne Casey, who is heading up the parish profile team, about that.

**Personnel:** Dick Entenmann reported that there have been no responses to ads for a Sunday morning nursery worker placed at the parish and diocesan levels, as well as ads placed with local preschools. Dick provided the Vestry with information related to soprano chorister Lisa Kohler. Lisa will continue to sing at Grace, at a rate mutually acceptable to Lisa and the personnel committee. The increase will begin on August 1, 2022, and will be covered with year-to-date favorability in the Music and Choir, and Choral Scholar line items on the budget.

**Junior Warden Report:** Rebecca Harrison reported that an HVAC leak inspection test will take place this week. The handicapped accessible door were repaired to remain ADA compliant. Shari will contact the dishwasher repair company to get a status report on the backordered replacement part. Tom Petrie will start installation of lighting on the back wall of the church. Rebecca will put in a budget request for the 2023 budget for parking lot sealing in the amount of \$20,000.00. Dick Entenmann noted that it will be important to note in the parish profile that the church is in “maintenance mode”, with many major repairs and improvements having been made over the last decade. Rebecca was asked about the old light fixture in the parking lot. Rebecca reported that it will be removed once it is determined that the electricity has been disconnected.

**Senior Warden Report:** Ann VanConia will submit a budget request for the celebration of Mother Ginny’s ministry. It is estimated that about 150 people will attend the celebrations, which will take place after the 8:00 and 10:00 services on August 28. It was suggested that an adult education speakers fund named for Mother Ginny be established as a parting gift. Vestry members can make contributions at this time, and parishioners who wish to donate will be invited to do so.

Chris Ludbrook noted that Tom Petrie has given generously of his time, talent and treasure as regards the streaming of church services. Volunteers are needed to run the equipment on Sunday mornings – they need not be parishioners.

Chris announced that Ted Sward will chair the stewardship committee. His goal is to help Grace be seen as a parish in good financial shape as we search for a new rector.

Chris will get some talking points out to Vestry members before they start making contact phone calls to parishioners. Vestry members who have questions about any of the names assigned to them should contact Shari Bonham.

Shari is in need of a volunteer to act as point person at the parish picnic on September 25. Shari will be out of town that day.

**Transitional Pastor Report:** Rev Skillings asked the Vestry to gather in Albright Hall. The Vestry gathered around the labyrinth, where Thomas drew an analogy between the process of walking the labyrinth and conducting a rector search. Neither process is linear, and at certain points, both can feel like they are “almost there!” when, in fact, there is still much work to do. Both require one to pay attention, and to be intentional about taking the time needed to think and feel ones way through the path.

Kelly Eschenroeder led the evening’s reading of Compline.

The evening’s meeting adjourned at 9:15.

Respectfully submitted

Sue Nixon  
Secretary of the Vestry

## **Motions from the August 9, 2022 Vestry meeting**

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