

**Grace Episcopal Church**  
**Minutes of the Vestry Meeting**  
**March 14, 2023**

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

**Vestry Absent:** none

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

**Guests:** Tim Engelbrecht, Treasurer; Lyn Ballard, Discernment Team; Dick Entenmann, Personnel

The meeting was called to order at 7:02.

The opening prayer was given by The Rev. Thomas Skillings. Kelly Eschenroeder will give the prayer at the April Vestry meeting.

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

Rebecca Harrison moved, and Jim Wethington seconded, that the minutes from the February 13, 2023 Vestry meeting be approved as drawn. Motion passed.

**Report of the Transitional Pastor: Ministry Area Leadership:** Rev. Skillings reviewed the Ministry Area Leadership form. Vestry members shared what their teams have accomplished since the last Vestry meeting.

*Vestry and Personnel:* Dick Entenmann reported that he is in the process of updating Phillip Brunswick's job description, and that Jackie Johnson is updating the personnel handbook. The personnel committee and finance committee have begun discussions on bringing in a part time bookkeeper.

*Communication/Social Media:* Jim Wethington reported that he has spoken briefly to Mary Merriweather regarding Grace's social media, and will follow up with her in the future. Shari Bonham will set up a meeting with Membership Vision to discuss their services. The website is up to date, thanks to Shari Bonham.

*Outreach:* Jane Cenova reported on the Outreach committee meeting that took place on March 5. Dick Entenmann gave an informational talk on the Shepherd's Center. Representatives from the various ministries that Grace supports will give brief talks at the monthly Vestry meetings, in order to bring give the Vestry a fuller understanding of the ministries.

*Invite, Welcome, Connect :* Kelly Eschenroeder reported that a meeting is set for March 26. The IWC program will be re-invigorated, starting with some training for the Greeters team.

*Worship:* Thomas reported that training will be conducted for lectors and acolytes. Recruiting for these groups will take place after Easter.

*Pastoral Care:* Mike Lillmars reported that Sara Losse has made assignments for the team to deliver flowers and cards to parishioners. The pastoral Care team will meet on April 12.

*Christian Formation:* Ann VanConia reported that she met with Thomas to narrow down the focus of Christian Formation. Ann will focus on youth, and will be meeting with Joanie Van Rees, Dianne Casey, Paula Russell, Kathy Davis and Chris Ludbrook to work on getting a plan in place for the upcoming school year.

The Vestry reviewed the “Ministry Descriptions” form, which leaders of the various ministries will be asked to complete.

**Five Marks of Mission:** Safeguard Creation: Environmental Stewardship: John Adams discussed the Diocese of Missouri solar energy program. John Adams, Sue Nixon, and Mike Lillmars had an hour long Zoom call with The Rev. Kevin McGrane , chair of the Creation Care Ministry Team for the Diocese; and Cal Harling, who headed up the solar energy program in the Diocese of San Joaquin, CA. Grace will be one of about 16 churches in the Diocese that will be evaluated to see if installing a solar energy system would be feasible.

**Discernment Team:** Lyn reported that Dick Entenmann has been working with three subcommittees to prepare for application review. The deadline for accepting applications is March 24, but will be extended if necessary. All applications received will be reviewed first by the Office of the Bishop, and applications with any red flags will be discarded. The Office of the Bishop will forward the applications in one batch to the Transition Team after the deadline date is reached. At this time, it is not known how many applications have been received. Lyn reported that the team’s consultant, Anne Schmidt, continues to provide good service. The team’s next meeting is scheduled for March 21, but may be cancelled if no pressing business arises. Thanks were extended to Dianne Casey and Lyn Ballard for their work on the parish profile.

Ministries of Governance, Administration, Stewardship and Facility: *Financial Report:* Tim Engelbrecht reported that the parochial report has been completed, but still needs to be reviewed.

The financials for the month of February are still in process.

Tim was alerted by Grace’s payroll processor that Grace may be eligible for a tax credit for the period of time in 2020 that Grace was shut down, but continued to pay employees, and consequently paid payroll taxes, health insurance premiums, etc.. Tim has filed the appropriate paperwork.

The use of Albright Hall by outside groups needs to be re-evaluated regarding costs and making sure the room is properly cleaned and ready for use on Sundays.

The diocesan grant that was discussed at the February meeting as a possible funding source for the parking lot sealing and striping may not be feasible. The diocese requires the grant to be awarded before completion of the project, and the sealing is scheduled to take place after Easter. Tim is not sure when (if awarded) the grant would be received.

**Junior Warden Report:** Rebecca Harrison reported that there is a minor roof leak over the organ area.

The oak trees will be trimmed to prevent further damage, and a few tiles will be replaced.

Some new outdoor plantings will be done after Easter.

Non-flushable items have been flushed in the upstairs restroom, resulting in a \$460.00 plumber bill.

Republic Trash skipped five weeks of trash collection, but are demanding \$530.00 in payment for those five weeks. They have turned the bill over to a collection agency. The Vestry suggested that Rebecca ask Steve Jianakoplos if he thinks Grace should pay the bill. Grace has switched to Waste Management for trash pickup, but their dumpsters don’t have wheels and therefore have been placed outside the structure built for the dumpster. Rebecca will ask Waste Management if they will be able to pick up the dumpster if it is inside the structure.

**Senior Warden Report:** Chris Ludbrook informed the Vestry that the Safe Church Training needs to be completed by all Vestry members by March 31. Thomas will send instructions to the Vestry. The Vestry received a printed copy of the Policy for the Protection of Children and Youth.

Jim Wethington gave a closing prayer.

Rebecca Harrison moved, and Susie Reis seconded, that the meeting adjourn. Motion passed.

The evening's meeting adjourned at 9:09.

Respectfully submitted

Sue Nixon  
Secretary of the Vestry

### **Motions from the March 14th, 2023 Vestry meeting**

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

Rebecca Harrison moved, and Jim Wethington seconded, that the minutes from the February 13, 2023 Vestry meeting be approved as drawn. Motion passed.

Rebecca Harrison moved, and Susie Reis seconded, that the meeting adjourn. Motion passed.