

**Grace Episcopal Church**  
**Minutes of the Vestry Meeting**  
**February 9, 2021**

**Special Note:** Due to the continuing worldwide pandemic of COVID-19 coronavirus, this evening's Vestry meeting took place via Zoom, with Vestry, clergy and guests connecting to the meeting from the safety of their homes by way of computer or phone connection.

**Vestry Present:** John Adams, Lyn Ballard, Mike Casey, Kelly Eschenroeder, Rebecca Harrison, Chris Ludbrook, Pat O'Brien, Susie Reis, Ann VanConia

**Vestry Absent:** none

**Clergy Present:** The Rev. Todd McDowell

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

The meeting was called to order at 7:01.

The opening prayer was given by Kelly Eschenroeder. The opening prayer at the March Vestry meeting will be given by Lyn Ballard.

Rebecca Harrison moved, and Pat O'Brien seconded, that the minutes from the January 12, 2021 Vestry meeting be approved as written. Motion passed.

The evening's agenda stood as presented.

Rebecca Harrison moved, and Pat O'Brien seconded, that the minutes from the special Vestry meeting held following the annual meeting on January 24, 2021 be approved as written. Motion passed.

**Five Marks of Mission:** Proclaim the Good News: *Worship, Music:* Father Todd reported that plans are in place for Ash Wednesday services, and planning continues for Holy Week and Easter Sunday services. A Stations of the Cross program will be available online.

Teach Baptize and Nurture New Believers: Shari Bonham reported that she is gearing up for Holy Week by getting an ad on Facebook, creating a brochure and posting information on the website.

Shari and Iris have been getting church school packets out to families with school age children.

Mother Ginny's Thursday Zoom class on the Gospel of Mark is going well.

There will be online Lenten programs available. Information on the programs will be posted on the Grace website.

Respond to Human Need, Seek to Transform Unjust Structures: *Outreach Programs, Activities:* The Outreach Committee will meet via Zoom on February 21. Father Todd noted that Outreach Committee co-chair Michele Nicosia wanted to thank the Vestry for continued funding of Outreach programs during the COVID-19 pandemic.

Safeguard Creation: Environmental Stewardship: Junior Warden Rebecca Harrison reported that the installation of the air filtration system is complete. The nave and the rooms in the lower level beneath the nave will benefit from the new system, which will remove many contaminants from the air.

Ministries of Governance, Administration, Stewardship and Facility: Financial Report: Tim Engelbrecht provided the Vestry with a copy of the financial report for the month ending January 31, 2021. He gave an abbreviated, non-quarterly oral report.

*Our Journey Continues:* Tim provided the Vestry with an up to date report on the Our Journey Continues capital campaign, including balances that can be distributed to the appropriate accounts. Pat O'Brien moved, and Kelly Eschenroeder seconded, that the following distributions of capital campaign funds be made:

\$10,161.03 to Legacy Fund – Outreach  
\$10,161.03 to Capital Reserve Debt Reduction Account  
\$71,127.21 to Legacy Fund – Building and Grounds  
Motion passed.

*Parochial Report:* The Vestry was provided with a copy of the 2020 Parochial Report. Some typographic errors were noted in the text at the end of the report. Lyn Ballard moved, and Ann VanConia seconded, that the Vestry accept the Parochial Report for the year ending December 31, 2020 with corrections to be made in the text at the end of the report. Motion passed.

*Checking account signers:* Pat O'Brien moved, and Lyn Ballard seconded, that the following people be authorized as signers on the operating checking account held at Midwest Bank:  
Todd McDowell, Rebecca Harrison, Mike Heyer, Tim Engelbrecht, Dick Entenmann, Chris Ludbrook  
Motion passed.

**Junior Warden Report:** *Spire Project:* Junior Warden Rebecca Harrison reported that she has requested that the City of Kirkwood close out the building permit for the St. Matthews spire job.

*Commissary Update:* Rebecca noted that the work on clearing out the archives and church school storage rooms has been fantastic. The cleanout will make space for refrigerators, freezers and shelves for those who rent commissary space.

Vestry members have received a draft copy of the commissary kitchen lease. Father Todd asked Vestry members to get any suggestions for additions or clarifications to the lease to him within the next ten days. The Vestry will approve the lease at the March meeting. Once the lease is approved, Ron Gaus can begin finding renters.

Lyn Ballard is working on a question and answer document for the parish regarding the commissary kitchen. She noted that the document can be changed if additional questions come up.

*New Lab School Lease:* The new five year lease for the Lab School will begin on July 1. The Lab School must receive a draft of the lease by March 1. One change made to the lease is to hold the upcoming year's rent at the rate currently being charged. There is also very specific language regarding storage and new tenants coming to the building. The Vestry approved submitting the draft lease to the Lab School.

**Senior Warden Report:** *Updated Call List:* Chris Ludbrook will get a new contact list out to Vestry members so Vestry members can make contact with parishioners.

*Thinking About A Full Return:* Chris asked Vestry members to think about what church will look like when church fully reopens. Father Todd hopes that the “new normal” will begin in the fall. Shari Bonham hopes to find some guidelines for a return to church from Invite, Welcome, Connect.

**Report of the Rector:** Father Todd thanked those Vestry members who were able to sign up for the CEEP pre-conference meeting. Vestry members are attending the meeting virtually, in lieu of the annual Vestry retreat.

The Diocese will facilitate online anti-racism training sessions. Sessions will be held on Saturdays in March. Information about the program will be available on the Diocese and Grace Church websites. Lyn Ballard moved and Pat O’Brien seconded, that the Vestry accept the appointments of Sue Nixon as Clerk of the Vestry and Tim Engelbrecht as Treasurer for the current year. Motion passed.

The Standing Committee is planning a leadership conference titled “Vestry University”, to be held on March 6, 2021.

The evenings meeting concluded with a reading of Compline.

Pat O’Brien moved and Susie Reis seconded that the meeting adjourn. Motion passed.  
The meeting adjourned at 8:42.

Respectfully submitted

Sue Nixon  
Secretary of the Vestry

### **Motions from the February 9, 2021 Vestry meeting**

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Todd McDowell, Rebecca Harrison, Mike Heyer, Tim Engelbrecht, Dick Entenmann, Chris Ludbrook

Motion passed.

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