

Approved St. Andrew's Vestry Minutes
Feb. 14,2023

Members Present: Fr. Jeff Packard, Fran Stevenson, Sandy Schwartz, Thomas Hall, Paul Hochreiter, Carolyn Donaldson, Amy Pritchett, Daniel Foster, Kathy Dittmann, Rich Marini (online), Sarah Klinetob Lowe (online), Barb Downs (online)

Members Absent: Julie Breuninger

Officers Present: Julie Kwasnica

Guests:

Clerk: Beth Jones

Call to order: 7:04pm

I. **Opening Prayer** - Fr. Jeff

II. **Minutes**

Motion to accept 2nd draft minutes from January meeting - Sandy Schwartz; 2nd - Kathy Dittmann. Motion carried with no dissension or abstention.

IV. **Discussion:** As per Fr. Jeff's request, the meeting went directly to discussion - namely - Vestry Orientation

A)

- Fr. Jeff distributed the Vestry Resource Guide to both new and old members who didn't have one. He asked that when your term is over, you please return the manual.
- Fr, Jeff explained in detail the role of senior warden (rector's warden) and junior warden (people's warden).
- Addressed role of vestry liaisons to various parish ministries and committees.
- Asked for contact information from all members.
- Reminded vestry that all must take Safeguarding sexual abuse prevention course.
- Installation of all vestry members will be held on Sunday, Feb. 19, at members' chosen service.

B)

- Other discussion: should Trinity House continue to be rented to the students living there? Unanimous vote to let them rent again.
- Should the rent be raised to reflect rising utility bills? To be addressed at a future meeting.

III. **Reports**

1. Fr. Jeff's report is in Google

- From Altoona Convocation - Discussion about churches that are financially insoluble and might have to close.

2. Fr. Ted's report - in Google

- Ted attended Student Org. Fair and the Religious and Spiritual Org. Fair on campus.
- Is planning a Lenten series at the Pasquerilla Center.
- Full report in Google

3. Junior Warden's report - in Google Folder

- Ad Hoc Budget Committee approved budget shortfall with the stipulation that the committee would address ways to resolve the shortfall. The Executive Summary of the Committee will be discussed at the Vestry retreat on Saturday, Feb. 19. The full summary was dropped into the Google folder.
- Discussions with Taproot Kitchen ongoing to determine if St. Andrew's can work as their commercial kitchen. They need an answer by March 31.

Motion by Daniel Foster to empower the Ad Hoc Committee to do a fact-finding mission to use the Canterbury Hall kitchen for Taproot's commercial kitchen. 2nd -Sarah Klinetob Lowe. Motion passed with no abstentions or dissensions.

4. Treasurer's report - in Google folder

- Julie gave an overview of the purpose of the investment funds, explained the savings account page and the various headings on the income/expense reports.
- \$150000 donation in December was moved from savings to the ECF general endowment fund. Will show up on next quarterly report.
- Advanced pledges are collected in December and moved to income in January. So, operating income looks very healthy.

IV. **Unfinished Business**

V. **New Business**

1. Election of Officers

- Fr. Jeff chose Tom Hall to be his senior warden
- **Motion** - Carolyn Donaldson made a motion to elect Julie Breuninger as junior warden; 2nd by Paul Hochreiter. Motion passed with no abstentions or dissensions.
- **Motion** - Fran made a motion to elect Beth as clerk; 2nd by Sandy. Motion passed with no abstentions or dissensions.
- **Motion** - Kathy made a motion to elect Julie Kwasnica as treasurer; 2nd by Paul. Motion passed with no abstentions or dissensions.
- **Motion** - Tom made a motion to elect Mary Andrew as financial secretary; 2nd by Sandy. Motion passed with no abstentions or dissensions.

2. Vestry Liaisons to parish committees

- Parish Life - Kathy Dittmann

- Pastoral Care - Barb Downs
- Stewardship - Rich Marini
- Newcomers/ Evangelism - Carolyn Donaldson
- Parishioners' Ministry - Sandy Schwartz

3. Ted Janicke was unanimously elected to board of directors for Community Cafe.

4. Chelius Fund for Altar Guild.

- Motion to table, until March meeting, the recommendation from Finance Committee to give standing permission to the Altar Guild to take funds up to \$2600/year from the Chelius Fund. Motion by Tom Hall; 2nd by Fran Stevenson. Motion passed with no abstentions or dissensions.

Meeting adjourned, 8:58pm

Minutes submitted by Beth Jones.