

St. Andrew's Vestry Meeting Minutes
Oct. 10, 2023

Members Present: Fr. Jeff Packard, Fran Stevenson, Rich Marini, Sandy Schwartz, Daniel Foster, Kathy Dittmann, Julie Breuninger, Sarah Klinetob-Lowe, Carolyn Donaldson, Online-Paul Hochreiter, Barb Downs

Members Absent: Tom Hall, Amy Pritchett

Guests:

Clerk: Beth Jones

Call to Order: 7:03PM

I. **Opening prayer** - Fr. Jeff

II. **Minutes** - Minutes from September vestry meeting stand as approved.

III. **Reports**

A. Rector's Report – Fr. Jeff's full report is in Google drive. 1) Allison Shea suggested that we use the display case in the narthex to explain and advertise each ministry or committee in the parish. The display can live in there for a period and then the next group can use it. 2) Though the PA DEP grant for the Community Café freezers and refrigerators was approved in September, Fr. Jeff is still waiting to receive the contract.

B. No assistant rector report

C. No senior warden report. The junior warden reported that she is contacting parish members to help with vestry nominations for the next year.

D. Treasurer's report – The full treasurer's report is in the Google drive. 1) Bad news is that we have been in deficit territory for the past few months; the good news is that that often turns around as the holidays approach. 2) The \$19000 deficit on Trinity House is just about paid off. The question to consider is where will the money go when that is paid?

E. Committees -

1) Parish Life – Many of "The Food for the Soul" groups have met and are reporting good times. Pictures will be available.

2) Newcomers – A reception for newcomers is planned for Oct. 29, during coffee hour. We will have different color name tags and there will be games. A good time will be had by all.

3) Stewardship – Tom Hall will address the parish about stewardship and the church's financial situation on Oct. 29. This plan might change because that is also newcomers' Sunday, and the visuals are not good. (As a note, Rich Marini gave the stewardship talk on Oct. 22.)

IV. Unfinished Business

A) "Safe Church". Rich Marini sent out an email on Aug. 28 to all vestry members (and others) to remind them to either initiate or renew their safe training certificate. If you haven't taken this course for 3 years must renew it. Rich also did a 3-hour training session to train the trainers.

B) The Finance Committee recommended to the vestry that the funding for the Vandersall Collective planning be taken from the Fund Extraordinary. **Motion: Daniel Foster made a motion that the vestry ratify that action formally; 2nd, Sarah Klinetob-Lowe.** Fr. Jeff called for approval from the vestry and the vote was unanimous approval, no abstentions or dissensions.

C) Financial secretary – Fr. Jeff has been trying to replace Mary Andrew who (to our dismay) will be leaving the parish soon. The financial secretary must be available almost every Sunday to oversee counting, deposits, reports... They must also record all the pledges and send out quarterly reports. It's a part-time paid position.

D) More discussion concerning Trinity House. Will this be the last year of student rental? If the income exceeds the cost, should insulating the house be considered?

VI. New Business

A) "The Julie Plan" Julie Kwasnica, St. Andrew's treasurer, will be moving to Florida in December. She will, however, remain the treasurer, working remotely, for at least six months. After that, we will revisit the proposal to keep her working or to hire new. The remote plan was put in place on Oct. 1.

B) Finance Committee recommendations – The FC recommended that the recent stonework that was completed be paid for out of the 2020 surplus. The vestry approved without objections.

C) In light of our treasurer not being physically present, the idea came up that maybe checking and savings could require only one signature. The FC reviews the income/expense and savings budgets every month; but not individual checks. Question: what is the best practice and the least difficult way to change the policy? **Motion: Daniel asks that the proposal to change the check signature policy be postponed until the next meeting; 2nd –Sarah.** Fr. Jeff and FC will meet to consider a rewrite of the check writing policy that would ensure security of the cash going out. Maybe have someone look at transactions monthly. Unanimous approval for that plan.

D) Budget – 1) Fr. Jeff explained the proposed budget numbers. He also said that there is currently a large budget deficit ~ \$95000. 2) Approval of the budget must happen in December. Vestry members are welcome and encouraged to make suggestions. 3) Suggestion

that we increase the amount we take from the General and Brenneman endowments to 4.5% or 5.5%.

E) Sarah Klinetob-Lowe is looking into a grant that could help replace the roof and consequently lower heating costs, It's a solar plan

V. Closing prayer and benediction – Fr. Jeff and the vestry closed with the Lord's prayer and blessing.

Meeting adjourned at 8:50PM.

VI. The next vestry meeting is on Nov. 14 at 7:00 PM in room 324. All are welcome.

Submitted by Beth Jones, clerk of the vestry.