

St. Christopher's Episcopal Church Vestry Minutes

19 December 2022 / 6:45 PM / Parish Hall

In Attendance: Rector Fr. Randy Johnson, Senior Warden Chris Mayr, Junior Warden Karen Hartman, Ross Ackerman, Madisen Crow, Alexander Kun, Patrick Ahern, Ann DePaolis-Jones, Leslie Norton, Cheryl Bailey, and Tom Linder - Finance Team member
Absent: Clerk, Robert Williams, Eric Hedican

AGENDA:

Opening Prayer and Vestry Covenant Reading: Opening Prayer by Fr. Randy and the Vestry Covenant Reading by Chris.

Additions to Agenda: Karen made the motion to approve the agenda; Madisen seconded the motion; unanimous approval.

Minutes Review and Approval: 21 November 2022 Vestry Minutes: Karen made a motion to approve the minutes; Madisen seconded the motion; unanimous approval.

Vestry Team Liaison Reports:

Team Reports:

Finance (Tom/Pat): Tom gave a summary and bar graph report for the month and year to date. He shared that our cumulative surplus is about \$200,000, including 2022 year-end. Surplus is largely from Fr. Randy worked part time over the past few years. Offerings and pledges seem appropriate for the year. Buildings and Grounds expenses way over budget this year largely because of tree removal (\$6700). Looking ahead, weekly boiler checks and spring and fall preventative maintenance is a new annual expense we have added to the budget. We've been blessed to have faith family members perform those duties for us for decades. As we included the PPP grant in our budget last year, we included it the Diocesan year total for our annual Mission and Ministry Support payment. The Diocese informed us that we should have omitted that from the total and so our MMS payment was reduced for the year. We've allotted \$58,440 of the surplus into the 2023 budget. Congratulations to Pat Ahern for his willingness to serve as the new chair of the Finance Team next year. Bruce Warkentien will remain on the team for two more years.

Altar Guild (Karen): Will be decorating Friday the 23rd for Christmas, weather permitting. The team purchased two new patens for communion, a chasuble and stole for clergy vestments.

Buildings and Grounds (Chris): Need to work with Altar Guild to find a large dry space to store some altar items that can't be stored in the sacristy.

Childrens' Ministries (Father Randy): Kids are practicing their Epiphany service scheduled for January 8, 2023. Enjoyable surprises await.

Communications (Madisen): Chris will meet with new parishioner Kathy Hagen who has offered to join the Communications team. She hopes to assist with the website and communications. He anticipates scheduling a Communications Team meeting in February. With Christmas and New Years on Sundays, it was decided to forgo the oral presentation of Pulse of the Parish. Acknowledging that, we're looking at doing that monthly from the altar and just have it published in the Eblast or Traveler. Members expressed concern about not being able to do shout outs or announcements. It was felt that Fr. Randy could do it going forward. We'll revisit in 2023.

Community Dinner/Keystone (Ross): The dinner will need to be reconstituted/reimagined for 2023. Certified chef Vant had the qualifications to cook food for a large number of people, and we no longer have his services. We also don't have at least twelve parishioners who can do this work on a regular weekly basis. Perhaps there are other options for dealing with this on a monthly basis. .

Faith Family Well Being (Cheryl): Cheryl Warkentien brought a meal to Barbara Kent's daughter and fellow faith family member Ann Dobon and her family upon learning of Barbara's passing. Thanks to all folks who signed and mailed holiday cards to our Afghan family.

Green Team (Alexander): No news, but the team is working and coming up with ideas for 2023.

Hearts and Hands, Meals on Wheels (Chris): Second Stork plans were stymied by snow, and then plant delivery for those congregants with acute/ongoing needs was stymied by snow, and so 8 o'clock congregants delivered eight plants on 12/18/22 after attending church. Thanks, St. Christopher's! Meals on Wheels continues.

Kitchen, Funerals/Caterer, Special Gatherings (Ann): Ann investigated rules regarding bringing homemade food as well as food being made and served in our kitchen for parish events. State statutes allow us to continue to do this/use these items for our own congregation. For bigger gatherings such as funerals, we're using outside food. The group will meet in January to firm up caterers. Darlene is planning on a template for families, so they can identify the items they need in the church. We want to

be able to easily find easels for pictures, flower stands, etc. and not have clergy arranging flowers, etc., before the service.

Stewardship (Karen): 92% congregation completion of pledges (24 higher, 13 lower, 5 were NEW, 44 stayed even and about 9 are still outstanding), and 100% Vestry participation. Calls have been made/notes sent to the remaining congregants. A reminder that some don't pledge but give every week in church. We are likely to make budgetary goals.

Unfinished Business:

Approval of Finance Team Job Description (forgot last month-Chris): Bruce Warkentein wrote a two-page Finance Team Overview, outlining various members' roles and responsibilities. The Vestry read this, Alexander moved the document to be approved. Ann seconded; unanimous approval.

Approval of revised language of authorized parish contract signers for by-laws/Finance policies: "The Rector, Parish Administrator, Senior Warden, and Junior Warden will be the only personnel authorized to sign all contracts involving St. Christopher's Episcopal Church. All contracts are to be carefully read prior to signing and signed by two of the authorized personnel." Ross moved to approve, and Madisen seconded; unanimous approval.

Approval of Jean Crow to serve as Treasurer: The Vestry should have approved her term as Treasurer last year, and we need to rectify this. Karen moved, Ann seconded; unanimous approval.

New Business:

Need for Autumn 2023 Convention Delegates (Fr. Randy): We need three delegates plus an alternate. Convention is a Friday/Saturday event and will be held in Eden Prairie in Oct/Nov 2023. St. Christopher's will pay for housing/travel expenses and registration fees. This request will be advertised in The Traveler.

Mission Opportunities Grant for Hearts & Hands approved by Finance (Chris): A grant request for \$500 came from the Hearts and Hands committee. This was approved by the Finance team; this is intended to fund their activities for 2023. Ross moved to approve, and Karen seconded the motion; unanimous approval.

Rector Report (Fr Randy): Fr. Randy will submit his housing allowance for taxes which needs to be in place in our records. Christmas services (4 pm Saturday Christmas Eve, 10 am Sunday Christmas, then 10 am New Year's Day) face concerns with weather reports indicating blizzard warnings, so the office will be quick to email

warnings and the potential cancellation of services. We'll follow city emergency recommendations, we'll ask Ruth to contact local TV stations in case of cancellation, we'll try to update the church's website, Karla will notify musicians about the concerns, and Ruth's E-Blast will mention this on Thursday 12/22/22. On another note, we have five people signed up for the Faithful Innovation Project with ECMN—excellent. Finally, the organ tuner has failed us, despite multiple calls from Karla months for the last several months, to service the instrument. This leaves us unable to use the organ for Christmas, and Karla will continue to search for a vendor who can help with the unusual requirements of this instrument.

Wardens' Remarks:

Senior Warden (Chris): See shoutouts below.

Junior Warden (Karen): No updates.

Announcements/Shoutouts: Shoutouts to Karen Hanna and Connie Hendricks for their huge effort in setting up the Parish Hall for the Lessons and Carols reception and it turned out for Barbara Kent's post funeral reception. The space was lovely, inviting, and festive. Another huzzah for the 8 o'clockers who delivered plants after church. Madisen complimented the large and energetic group who presented Lessons and Carols, which filled the church with music and visitors on 12/11/22.

A Reading of *In the Out House* by Fr. Michael Moynahan SJ by Chris.

Adjournment (Chris): Motion made by Karen and seconded by Alexander; unanimous approval.

NEXT MEETING is 16 January 2023, 6:45 p.m.

VESTRY RETREAT: Saturday 11 February 2023, 8-11 am.