

St. Christopher's Episcopal Church Vestry Minutes

16 January 2023 / 6:45 PM / Parish Hall

Attendance: Rector Fr. Randy Johnson, Senior Warden Chris Mayr, Junior Warden Karen Hartman, Ross Ackerman, Alexander Kun, Patrick Ahern, Ann DePaolis-Jones, Leslie Norton, Eric Hedican, Cheryl Bailey, Clerk Robert Williams, & Barb Hovey

Absent: Madisen Crow & Tom Linder - Finance Team member

Opening Prayer & Reading of Vestry Covenant:

Fr. Randy & Ross

Additions to & Approval of agenda: Ann made the motion to approve the agenda; Alexander seconded the motion; unanimous approval.

Chris

Approval of December 19, 2022 Minutes (Thanks Cheryl!) Karen made the motion to approve the minutes; Leslie seconded the motion; unanimous approval.

Team Reports:

Chris

Finance: Pat Ahern reported on the final fiscal report for year end. A couple of notes: The (Chinese) Day Care has been paying on the 15th of the month. In December, they paid extra; to cover December and to pay to cover the rest of the year. That is why the amount is a little bit higher. They will be back on track to pay on the first of the month.

The offerings incomes are higher due to the prepaid pledges. For the full year income was higher than we budgeted it for.

Our checking balance is quite high, another item that somewhat crept up on us last month. The checking account balance is back over \$250,000 again from prepaid pledges and low expenses. We will have to make another transfer to the other account we recently set up.

As stated over the last few Vestry meetings, expenses for the building are more than what was budgeted due to tree removal expenses that weren't accounted for in the budget. Heating cost is a little bit high. The raw cost of it was a little higher in maintenance. The numbers do include the new boiler maintenance service contract that started last month.

While music expenses are about normal for the overall year, December music expenses tend to be a bit higher thanks to Christmas Service expenses. That said, Music is pretty much on budget. They paid for the cost of copyrighted materials for "Nine Lessons & Carols", the musicians/singers for "Nine Lessons & Carols", and for the reception food and beverages after "Nine Lessons & Carols". Plus there are expenses for the musicians for Christmas Eve & Christmas Day Services. All of these expenses are part of the music budget. Other expenses include copying and getting flowers for Darlene Cross. There are some instrumental maintenance expenses too. The organ has

yet to be tuned because the organ turners decided to not service our organ anymore. We're still looking for a company to provide that service.

The 2023 budget has been finalized by the Finance team. It didn't really change from last month. Our current pledges are more than we asked for! Thanks to faith family support, we lowered the amount of surplus required to balance the budget. This year's surplus is largely due to Randy being paid half time, and not having his health care expenses covered since he started here. The Finance Team will be discussing how to deal with the surplus in the coming months, such as can we sustain using a quarter's worth of it every year? If we did, in four years, the surplus would be gone. The big unanticipated but now standard expense will be the boiler maintenance contract. The boiler contract is about \$6,300 per year (part boiler ongoing oversight, and part start up and shut down of boilers, furnaces and air conditioners). In the past 20 years or so, we did not have to pay any boiler maintenance expenses thanks to parishioners doing it for us. And last week, we had another unexpected expense, \$1,500 to replace the compressor, and the condenser for the ten year old refrigerator. Other budget increases were for staff salaries. The finance team is happy that we are fiscally responsible with our budget. With that Pat made a motion to have Vestry approve the budget so that it can be added in the Annual Report, Cheryl seconded the motion; unanimous approval.

There is about \$2,700 in the Capital Campaign account. In December, there were some remaining campaign pledges fulfilled. The Finance Team would like to move the amount to the Reserve for Repair and Replacement (the 3 "R"s) Fund in the spirit of the campaign fund gift use. Most of the Capital Campaign funds went into the PIF (Pooled Investment Fund). Pat made the motion for the residue of the Campaign Funds, \$2,700, to go into the RRR Fund; Karen seconded the motion; unanimous approval.

The Bob Haines' estate gift is quite substantial. We, the Finance Team, voted to move it to the PIF. That is after the percentages that were taken out for the dedicated funds. A percentage goes to the RRR Fund, the Technology fund, the Landscape Fund and the Mission Opportunities Fund. The overall gift was close to \$80,000. Pat made a motion that the remainder of the Bob Haines' memorial gift, provided other funds were taken out for the required funds, be moved to the PIF, Ann seconded the motion; unanimous approval.

Finance team was asking for the boiler service update. Jeff Jensen did an excellent job at vetting for 3 different vendors. The company chosen is MSI. It was recommended by Ruth Thillen's husband, Mike, who worked with them at the (St. Mark's) Cathedral. They walked through everything with Jeff. The contract did not need the Vestry approval because it was part of maintenance and building operational expenses. The service agreement started last month. It is a weekly maintenance during the 7 Winter months. Post seasonal and preparatory seasonal service has yet to be approved. It is May through September. If so, it could be approximately \$6,000 per year.

Altar Guild : Things were cleaned on Saturday of this past weekend. Altar Guild bought some items that were already mentioned in the previous meeting. Pretty soon, we are leaning into Lent. It is another busy season for the Altar Guild. The Communion Wine service seems to be going okay. There are some faith family members who want us to go back to using the “Common Cup.” Not now, we are just fine where we are now. We will continue to evaluate as time goes on. It’s a process.

Karen/ Fr. Randy

Buildings and Grounds: We just invested \$1,500 for the repair for the refrigerator. *Chris*

Children’s Ministries: Marion did a presentation about Celebrating the Anniversary of Baptism. There is one service for 22 January at 9:30. There will not be Sunday School. There will be activities for the children during the Annual Meeting & for the adults who need to have busy fingers during the Annual Meeting.

Eric

Communications: Chris and Ruth Thillen are meeting with Emilia Allen, the Diocesan Missioner of Communications next month to get feedback on our print and social media communications and allow us to take advantage of the Diocese’s services.

Madisen /

Chris

Community Dinner/Keystone: It is more aspirational and inspirational to keep the Community Dinner on the agenda. Ross talked to Connie Hendricks. She informed him it will take about 14 people to start Community Dinner again. We had some people, who are certified they can no longer be available to us. We need somebody who is certified, perhaps a paid employee. She, Connie, was not quite sure if we could get 14 people to volunteer. **Tabled for March 2023 Vestry Meeting: are there other ways to feed the community?**

Ross

Faith Family Well Being: Someone sent flowers to Tom Hove because he had open heart surgery. People sent Cheryl food because Dan was in the hospital. Dan is better. We are trying to find out who can let us know about faith family members in need of faith family TLC.

Cheryl

Green: Team met last Wednesday and discussed composting. We are strategizing for next year.

Alexander

Hearts and Hands, Meals on Wheels: Hearts & Hands meets Thursday and will be tying blankets. Need drivers for Meals on Wheels! Some of our regular drivers are gone for the winter. We do it every third Tuesday. Takes about an hour of time to pick up and deliver the food in Roseville. Let Sally Brown know.

Chris

Kitchen, Funerals/Caterer, Special Gatherings: On Tuesday, 10 January 2023, we had a small funeral for Ben Desmond. The residents in his care home and his caregivers attended it. Cookies and coffee were offered after the service. Ann met with Cheryl, Karen, and Darlene afterwards. They are planning for future funerals. They talked about what we are offering for families in a

brochure. What families have obtained for themselves, such as, full caterers dinners. Darlene did write up something that will go in the Annual Meeting report.

Ann talked to Cheryl about doing a Saturday morning class in March or April on how to run the kitchen since some might feel intimidated by the different appliances/machines. Last time it was done was about 10 years ago. After the training, they started to make coffee then they made a treat for "coffee hour." This tutorial on all of the kitchen appliances including the griddle.

It was asked if there was a way for people to pay for our commercial kitchen for another way of income? The issue that we encountered is that we do not have a walk-in refrigerator. For us to have a walk-in refrigerator, it would cost about \$30,000. Every time you open the refrigerator door the temperature will drop while for a walk-in refrigerator the temperature will stay the same. Our kitchen might be a great place for a food truck to do some prep-work. *Ann*

Stewardship: Final Results: We have 100 % participation and went beyond our financial goal!
Karen

Unfinished Business: Need Diocesan Delegate Candidates by 1/22/23. Good news, we have the delegates! Chris Bowman, and newer faith family members Kathy Hagen, and Angela Robinson. The alternates are: Kathy Ackerman, Al Reedstom, and Sue Triebenbach.

New Business: Welcome New Junior Warden Barb Hovey.

The Annual Meeting January 22, 2023, after 9:30 service will be in the Parish Hall. Vestry members volunteered to help provide coffee/cookies at the meeting. Before the people arrive, the cookies will be on the tables on dinner- sized plates & coffee carafes will be on the tables. Beverages will be coffee, water, & lemonade. *Chris*

Rector Report: 1) Introducing our Diocesan Faithful Innovation Team Members. There are four members: they are: Marian Hunner, Angela Robinson, Becky Lucas and Kathy Hagen. It is largely a lay-led discovery group. That will help us to focus on different spirituality pieces that we may have forgotten about or we might be identifying. The first meeting was on Saturday 7 January 2023. They have two more in person meetings, and then we'll learn more at the adult forum. Some of the experiences they might have us encounter would be walking around the neighborhood and listening to our neighbors. Of course, this would be when the ice is gone. Randy will meet with the team on Wednesday, 25 January, to talk about their meeting and what their thoughts are about bringing their insights to the congregation.

2) Annual Clergy Conference: It will be on 16 - 18 February, Thursday to Saturday, in Arrowwood Resorts, in Brainerd. It is mandatory attendance for all clergy by Bishop Loyal. Fr. Randy, Rev. Marilyn, & Deacon Christopher will be attending. The cost for the Annual Clergy Conference is

about \$ 350.00 per person and covered out of Fr. Randy's discretionary fund, largely made up of wedding and funeral honorariums.

3) Funerals: As noted, we held Ben's funeral back on the 10th January. Fr. Randy will meet with the family of Pam O'Meara. She attended during the 1970's and early 1980's. She passed away 6 or 8 weeks ago. Her family, some baptized and confirmed, married here, contacted St. Christopher's. The funeral will on Friday, 27 January, be a private family service, in the Chapel. There will be about 30 people attending.

Fr. Randy

Senior Warden Report: Thank You Retiring Vestry members! Thanks to Alexander & Ann for your years of service, your care, your help, & your love.

Chris

Junior Warden Report: Thanks to Chris for his service. Introducing Barb Hovey, our new Junior Warden. The New Vestry Members are Ann Trapnell, Rich Pieper, and Darlene Cross. The Vestry Retreat is Saturday Feb. 11. Sam & Kiely of Wood and Water Retreats will once again lead the retreat. They know us well and are kind to utilize our facilities for spiritual direction counseling.

Karen

Announcements/Shoutouts: We salute Bruce Warkentien who has been doing a lot of things around the church, shoveling, helping fix the refrigerator and more. We salute the Epiphany Pageant participants.

All

Closing Sharing and Caring:

All

Compline:

Chris

Motion to adjourn: Karen made the motion to approve the agenda; Eric seconded the motion; unanimous approval.

Chris

Next Meeting of Vestry: 8:00 A.M. Saturday February 11, 2023