

St. Christopher's Episcopal Church Vestry Minutes

20 March 2023 / 6:45 p.m. / Parish Hall

In Attendance: Rector Fr. Randy Johnson, Senior Warden Karen Hartman, Junior Warden Barb Hovey, Madisen Crow, Patrick Ahern, Leslie Norton, Ross Ackerman, Cheryl Bailey, Eric Hedican, Rich Pieper, Darlene Cross, Clerk Robert Williams, & Tom Linder - Finance Team Member

Absent: Ann Trapnell

AGENDA:

Opening Prayer: Opening prayer by Fr. Randy.

Vestry Covenant Reading: Vestry Covenant Reading by Leslie.

Additions to Agenda: (Karen) No official vote to approve the agenda. Only one item was added by Karen: Karen asked Tom Linder to take a photo of the vestry. Tom Linder agreed to take the photo of the Vestry.

Tabled for 20 March 2023 Vestry meeting: Approval of 16 January 2023 Vestry Minutes & the approval of 11 February 2023 Minutes. Ross made a motion to approve the minutes; Leslie seconded the motion; unanimous approval.

Kate Mayer from Open Arms (Pat): Kate Mayer a volunteer and board member gave an informational presentation for Open Arms in Minnesota. Open Arms of Minnesota prepares, packages, and delivers healthy medically tailored meals to people living with critical diseases. Open Arms of Minnesota first started serving patients who had AIDS (HIV) and they now serve people with other health issues: COPD, stage renal failure, & among others. On staff they have registered dietitians, who work in collaboration with the staff chefs and doctors to plan all meals. They coordinate the kitchen operations for the food preparation, packaging and delivery.

Vestry Team Liaison Reports:

Finance: (Pat / Tom) Tom briefly explained the Statement of Activities. The actual ytd (year to date): The (actual) offerings are \$143,363.03. The ytd budget of \$69,000. We are 16.7% of the year or 2 months of the year. The annual budget is \$423,999. Some people already paid for their year's pledge in advance.

The expenses: The salaries and benefits are at 12% so for ytd. This is largely because Randy is still part-time. The salaries and benefits are the biggest expense and are

budgeted for \$ 292,258. The expense income is \$ 82,754,55. For salaries & benefits, we are saving money for a Youth Director.

The second biggest item in the budget is facilities. The facility's total budget is \$16,098.65. The actual annual budget is \$ 64,396.00.

The statement of financial position: Checking fund is \$367,498.38. The FDIC insured the deposits up to \$250,000. If the bank fails, we will lose the amount over the FDIC' s amount. The Finance team proposes reducing our balance in NorthStar Bank below the FDIC limit.

The Endowment (Funds) or the PIF are the same name (account). The biggest expense is the Mission, Ministry Support (MMS). We are accessed by the Diocese of MN.

In the Dedicated Funds, there are Mission Opportunity Funds. They are not the same thing as the MMS. The Mission Opportunity Fund is a fund that we give to good causes to be in the community and in the church.

The Diocese manages the (PIF) account. We are not taxed when we take money out of the PIF. The Diocese would like us to take up to 5% yearly or quarterly of the PIF total amount. There are some rules if you need to take out a substantial amount for capital mains, e.g., sewer work. By the by-laws, we do not have to repay the amount that we took out for capital gains. When we get donations about 90% will go into the PIF, 2% into the maintenance fund and about 2.5% goes into the MMS fund. The rest will go into certain funds, e.g. Mission Opportunities Fund.

Pat made a motion to move \$100,000 from our checking account at North Star Bank to the savings account at F & M Bank. Finance wants the Vestry to endorse our recommendations to move \$100,000 and the rest to savings and to prepaid the remainder of our Mission, Ministry Support payment (MMS) which is about \$46,000. By paying it, the checking account will be below \$ 250,000. Cheryl made a motion to move the rest to savings and prepaid the MMS; so that we have a (checking account) balance of \$ 249,999.00; Madisen seconded the motion; unanimous approval.

Altar Guild: (Karen/Ann) We had beautiful roses for last Sunday Services. The Altar Guild is getting ready for Holy Week & for Easter. Palms have been ordered for Palm Sunday. The Altar Guild bought some new linens. The altar (white) linens are getting thin. Jennifer has been ordering new items. It is nice to have nice items that we use on a weekly basis.

Buildings & Ground: (Barb) Jeff is working on the quotes for the lights for the Church's signs, on the Hamline Ave's side. One problem is that when they put the lights over the letters, they put the outlet next to the roof's line. When the snow fell, it took out the lights and affected the outlet. They are looking at moving the outlet down lower on the wall. They might have lights on the ground or maybe on the building.

The HVAC contract includes the weekly boiler check. It will also include shutting the boiler down at the end of the heating season. The team will request new bids for the next heating season.

Fr. Randy was not quite sure if we had heard anything from the insurance adjuster. The adjuster took pictures of the damage when the lights came off due to the ice slippage.

Children's Ministries: (Eric) Nothing new except for (Vacation Bible School) VBS starts 24 to 28 July 2023, from 9:00 am to noon.

Communications: (Madisen) Nothing to add

Community Dinner / Keystone: (Ross/Karen) Community Diner is defunct. We are talking about trying to use what we did for Keystone. It is beyond the garden that we give them each year. We can let people bring in canned goods. Some people are talking about doing another food drive.

Cheryl offered to call Roseville High School to inquire if they have any type of need for food or any interest in it? Food hunger in the schools is being addressed by the State Government. It is nice to use a well-established food shelf. They need more money than food. As she understands, the food shelves can buy more food per dollar. Some schools do have a food shelf of their own.

Faith Family Well Being: (Cheryl) Nothing to add.

Garden / Green Team / (Leslie) The Garden will meet with Jeff Jenson in April to plan the garden. They will try to equally divide the work better so that he is not working too hard on the garden. Some people will do it weekly for watering or on certain days. We are trying to figure out what the food shelves need. We are currently looking at 3 different food shelves.

The Green Team is doing (Lenten) Soup Dinner on 29th (of March).

Hearts and Hands, Meals on Wheels: (Cheryl) Hearts & Hands, they did cards for the sick children in the hospitals.

Kitchen, Funerals/Caterer, Special Gatherings: (Darlene) Karen Hanna & Cheryl Warkentin are talking about handouts that we can give to the families that will explain different options we provide for food for funerals. If the family wants to have the lunch catered, these are some recommendations for catering. If the family wants cookies & coffee, St. Christopher's will provide them including flowers on the tables. They are trying to finalize this so when a family comes to the office they will have something to give them for guidance.

On 22 April, there will be kitchen class 9:00 - 11:00 a.m. with Cheryl Warkentien and Ann DePaolis-Jones. So far, there are 5 people registered for the class. If you want to attend, you can call Ruth to get on the list. Ann will show people where things are and how to operate the appliances in the kitchen. The session will explain kitchen requirements for cleanliness. If necessary, Ann and Cheryl will repeat the class.

Unfinished Business:

Team Liaisons: (Karen) Karen wants to thank everyone getting back to Barb about the teams.

Group Photo? Tabled it for 20 March 2023 Vestry meeting.

New Business: (Karen / Fr. Randy)

Safe Church information from Marion: Marion will contact people that need to be updated for Safe Church Training. The training is valid for 3 years. Parishes in the Diocese each have a contact who will track Safe Church Training. The training is an on-line, modular education.

Keystone / Food Shelf: We do have a relationship with Keystone. We used them for our Community Dinners. They are moving on University Avenue in St. Paul. We still use Keystone for the garden team. Sometimes, we think the need is only for the people who live in the city. When we have our own neighbors in the surrounding suburbs, they also have needs. Sally mentioned Ralph Reader. We are looking at them. Ralph Reader has more hours and is closer. We are thinking about expanding the communities. There is a Native American Food Shelf in Little Canada to consider.

Social Activities / Fellowship Group: Ann Trapnell will like to spearhead this. We are talking about getting social activities. We are open again as a church. We are trying to think about some inter-generational fun things to do. It will be similar to the Silent Auction's items, such as, "Chili Cook Off." We would like to have some outside church activities.

Sally Brown - Mission Opportunity Grant request (Meals on Wheels)

Cheryl made the motion to approve the Mission Opportunity Grant request for \$500.00, Pat seconded the motion; unanimous approval.

Rector Report (Fr Randy): It is amazing that we are getting close to Holy Week. The information about Holy Week has been published in the bulletins & the information is on the church's website. Palm Sunday, there will be 2 services. On Wednesday, there will be a 12:15 service. There will be no Stations (of the Cross) on that Wednesday evening. Maundy Thursday Service is at 7:00 p.m. Good Friday Service will be at noon. The evening service, we will have the Stations (of the Cross). Easter Sunday, there will be two services at 8:00 & 10:30. After the 10:30 service, we will have an Easter Egg Hunt.

On 30 April, Karla and friends will have a concert in the afternoon at 4:00 p.m.

We had visitors who were impressed by the music at the 10:30 service.

Wardens' Remarks:

Senior Warden Karen: I want to thank everyone for everything.

Junior Warden Barb: Nothing to add

Announcements/Shoutouts: (All) Who put out on the Lenten Soup Dinners: Kim Johnson, Ann Trapnell, Pat Stewart, & Debby Murphy

Close Sharing & Caring: (All) Cheryl asked a question to the vestry. What are our needs since we have about \$400,000 (+) ? We should be forward thinking. We could help the Chinese Day Center for improvements or make the rooms for the music lessons more soundproof or update the room decor. We should talk about getting the organ working. We can support our fellow Episcopal Churches within 10 miles.

Compline: (Cheryl)

Adjournment (Karen): Motion made by Leslie and seconded by Pat; unanimous approval.

NEXT MEETING is Monday, 17 April 2023, 6:45 p.m.