

Vestry Minutes, October 24, 2016, 7 pm

**Present:**

Madeline Moore  
Kerlin Richter, Rector  
Gary Allen  
Barbara Brecht  
Susan Fleming  
Kieran Cannistra  
Joe Kaliszewski

**Absent:**

Derek Moyer  
LeRoy Goertz  
Linda Goertz, Deacon  
Fran Gardner

**Opening:** Barbara opened us with evening prayer and a centering prayer.

**September 19, 2015 Minutes Corrections and approval:**

- Corrections:
  - Clarification that Maddie Ouye not Madeline is soliciting donations for the auction
  - Correction to spelling of Kieran Cannistra's name
  - Correction that kitchen grant was awarded by the Episcopal Bishop of Oregon Foundation
- *Kieran moved to approve the minutes as corrected. Joe seconded. Motion passed unanimously.*

**Officers' Reports**

- *Madeline moved to approve, Joe seconded*

**Finance Update**

- Joe noted that accounts payable are at approximately \$45,000. \$17,000 of this is attributed to previously unbilled invoices received recently from the Diocese. A large portion of the remainder is owed to the Diocese for payroll reimbursements. After discussion, the vestry concluded that for now it made sense to try to pay these obligations down over time rather than cash out the church's remaining savings.

**Budget Planning**

- Barbara shared that over the next two meetings we will be discussing and finalizing the budget recommendation for adoption at January's annual meeting
- Kerlin invited discussion of possible areas of priority in the next budget. Ideas included:
  - Kerlin: Exploring more grant opportunities

- Susan: Look for opportunities to partner with other churches and non-profits to serve others better without having to set up new infrastructure
- Joe: Exploring how we can generate more revenue from our real estate
- Kieran and Susan: Re-examine how our budget shows our investment in outreach. Some outreach items show as zero because dedicated funds pay their costs. This methodology obscures our work in these areas.
- Barb and Madeline: Support for youth programs and a youth coordinator
- Gary: budgeting to fund electrical repairs to furnace

### **Facility Updates**

- Kerlin has engaged Jan Pro janitorial for \$300 per month.
- Kerlin has a goal of getting the pews changed out to create four wheelchair accessible pews in place by Christmas. Gary requires a diagram of the proposed pew locations to avoid having to undo any work. Kerlin will work with Fran to prepare a diagram.
- Kerlin is exploring in how we can better support for Gary in maintaining our facility.

### **Kitchen Grant Update**

- Grant from Episcopal Bishop of Oregon Foundation to fund our commercial kitchen will pay in over three years with \$25,000 per year. Barbara plans to hire a professional kitchen designer to plan the upgrades and their phasing so we can minimize disruptions and complete the work efficiently.
- Barbara will establish separate bank accounts for the Grant as well as for funds raised for the roof repairs.

### **Senior Warden Update**

- Barbara is meeting Thursday with Chris Brown to develop a more detailed schedule and approach to the roof repairs.
- Barbara is exploring different options for financing the roof including the potential for a short-term loan (3 to 5 years) from a generous parishioner.
- She has received positive feedback on our new banner from non-parishioners.
- We will conduct rector evaluations in January. Barbara distributed a draft evaluations sheet and invited vestry members to provide feedback.

### **Rector Update**

- Kerlin is planning to launch a 5 pm Sunday service in January after Epiphany.
  - The new service is intended to serve those who can't conveniently attend a Sunday morning service and will likely feature a less formal format.
  - Rachel suggested including supper beforehand
- Susan expressed that another important way to improve our service to parishioners would be to provide more stability in Sunday school staffing. She noted that the turnover is disruptive to the children and makes it less likely parents will feel comfortable leaving their kids in Sunday school. Kerlin observed that is difficult to recruit and keep Sunday school teachers because they miss the regular service. This observation led to the

suggestion that we move Sunday school AND adult education to 9 am and that children attend the service. Many vestry members expressed strong support for the idea noting they would be more likely to attend education classes if they were on Sunday. Kerlin will explore this idea further and consider launching in February or later.

**Closing**

We closed in prayer.

Respectfully submitted,

Jon Williams  
Clerk