St. Thomas the Apostle Episcopal Church

Vestry Meeting Minutes

December 21, 2021

**Rector**

Father Christopher Thomas

**Vestry Members Present**

Joe DeuPree, Senior Warden

Michael Legacy, Junior Warden

Kathy Carson

Lisa Pearson

Ruth Woodward

Randy Herring via Zoom

Murray Followill via Zoom

David Hess

**Vestry-Elect Members Present**

Stephen Toon

Jerry Knight

Alyssa Montague

**Officers Present**

Laura Griffin, Controller via Zoom

Caroline Hofmann, Clerk

Rusty Rippamonti, Chancellor

**Visitor**

Annalies Moeser

**Absent**

Andrew Besterman

**Summary**

These minutes contain the following Vestry actions:

1)Motion to Approve the Financial Report

2) Motion to name Mother Virginia Holleman as Assisting Priest

3) Motion to Transfer to Capital Maintenance Fund

4) Motion to Approve the Budget

5) Motion to Approve Mission Outreach Committee Recommendation

6) Motion to modify previous motion and change meeting date to January 30

7) Move to approve Paul & Rusty’s appreciation

**Narrative**

**1. Call to Order and Opening Prayer Rector**

The vestry meeting was called to order at 7:00 pm in the South Room by Father Christopher, who opened the meeting with a prayer. The following agenda was covered during the meeting.

**2. Shared Thoughts**

Each person had the opportunity to share anything on their hearts. Group discusses news of the new COVID variant’s effects on loved ones and other church’s Christmas plans. Annalise asked for prayers before her brother’s surgical procedure.

**3. Financial Reports Treasurer**

Our Controller, Laura Griffin attended via Zoom to make the Financial Report. Each group member has been given a printed copy of the report and Laura opens up the opportunity for questions. She will have more information at the next meeting on fund balances and handling of special accounts. Laura asks what the group thinks of following the suggested financial schedule, to which the group agrees. Discussion ensues on how to go about deposits. (Validation, electronic deposit, frequency etc.)

Motion to Approve the Financial Report

Moved by Joe DeuPree

Seconded by David Hess

Motion approved by unanimous vote.

**4. Rector’s Report**  **Rector**

Father Christopher reads the vestry’s statement naming Mother Virginia Holleman Assisting Priest.

Motion to name Mother Virginia Holleman as Assisting Priest

Moved by Kathy Carson

Seconded by Joe DeuPree

Motion approved by unanimous vote

* Father Christopher details the Christmas and Christmas Eve services and what they will include. Facebook live feed will also provide access to Christmas services. Beginning on Monday December 27, Father Christopher will be taking time off.
* Father Christopher thanks and recognizes everyone’s participation in the recurring classes that have been going on at St. Thomas. He reminds everyone that Stephen Sprinkle’s Class on the Paired Saints will begin in January.

**5. Junior Warden’s Report Legacy**

* Michael provides an update on installing AEDs throughout the building. They should be installed and ready by Christmas Eve. One is located in the Parish Hall and the other is in the Narthex.
* Windows were cleaned today, and drainpipes have been cleaned out. There is an issue with the drainpipes, as roots are causing clogs. Michael points out that this may be something to look into in the future by replacing pipes with PVC.
* Dumpster gate is broken – how can we make them lighter or come up with a permanent fix?

Motion to Transfer to Capital Maintenance Fund

Moved by Lisa Pearson

Seconded by Joe DeuPree

Motion approved by unanimous vote

**6. Adoption of 2022 Budget Legacy**

* Michael goes over specifics of Budget Draft Report. $11,000 budgeted for Allen extends through August as we do not know where he will be after that point. New expense: Audio-Visual Services, as we do not have any volunteers for that so we must pay someone. $5500 that used to include all printing expenses, now separated to be more transparent.
* Altar Supplies budget increased from $1200 to $1500 per Stephen Toon’s suggestion.
* Altar Flower price going up. Discussion needed in the future regarding number of arrangements, frequency, switching to plants etc.
* Higher than usual Buildings & Grounds budget, as this past year came with several unexpected and costly expenses. Grounds & Water budgets will be separated
* New router and fiber optic cable increased budget for electricity/internet
* In deficit about $60k, appropriate amount will be taken from memorial fund in order to balance the budget.

Motion to Approve the Budget

Moved by David Hess

Seconded by Kathy Carson

Motion approved by unanimous vote

**7. Mission Outreach Committee Recommendations Carson**

Mission Outreach Committee met to decide who would receive the outreach grant. The two organizations being recommended are Café Momentum & Promise House. For Café Momentum, funds may go into general operating funds.

Motion to Approve Mission Outreach Committee Recommendation

Moved by David Hess

Seconded by Michael Legacy

Motion approved by unanimous vote

**8. Senior Warden’s Report DeuPree**

Annual meeting date originally selected as January 23rd, however January 30th was selected to accommodate for the majority of members.

Motion to modify previous motion and change meeting date to January 30

Moved by Michael Legacy

Seconded by Kathy Carson

Motion approved by unanimous vote

Vestry Retreat taking place February 18/19

Resolution of Appreciation

Move to approve Clerk Paul McCright’s Resolution of Appreciation

Moved by Joe DeuPree

Seconded by Michael Legacy

Motion approved by unanimous vote

Move to approve Chancellor RustyRippamonti’s Resolution of Appreciation

Moved by David Hess

Seconded by Stephen Toon

Motion approved by unanimous vote

**9. Guild Liaison Reports**

Acolytes – David – Nothing to report

Altar Guild – Murray – Up and running and going well.

Community Garden – Randy Herring – we have received some kind notes thanking us.

Greeters/Ushers – Andrew – Nothing to report

Kitchen/Social – Randy – Nothing to report

LEMs – Lisa – Nothing to report

Mission/Outreach – Kathy – 50 angels provided for, pillowcases donated.

Readers – Ruth – Nothing to report

**10. Resource Person for January Meeting – Jerry Knight**

**11. Adjournment**

Meeting was adjourned at 8:29 PM with a blessing and prayer from Father Christopher.

Next meeting will be held January 18

Caroline Hofmann

**Caroline Hofmann, Acting Clerk**