

## Vestry Minutes - February 16, 2023

Submitted by the Clerk of the Vestry

### Members in Attendance

Fr. Perry Mullins  
Molly Mitchell, Sr. Warden  
Karen Friedland, Jr. Warden  
Jackie White, Treasurer  
Daniel Barnes, Clerk  
Julia Fox  
EJ Nowak  
Tye Stewart  
Courtney Williams  
Katrinka Clark  
Michelle Hutton  
Chris Mathew  
Scott Patterson  
Tucker Thompson  
Julia Shahid

### Members Not in Attendance

### Non-Members in Attendance

Mtr. Kathy Heitmann  
Christine Williams  
Craig Fowler  
Stephen Ruscheinski

### Call to Order, Prayers, Consent Calendar

Fr. Perry opened the meeting at 7:09pm and offered a prayer. Molly Mitchell read Psalm 27:13-14 and discussed it with the vestry. The consent calendar was approved with minutes removed for correction.

The minutes were amended to note that Scott Patterson was in attendance at the previous meeting. Michelle Hutton moved to accept the amended minutes and Karen Friedland seconded the motion. It passed unanimously.

### Foundation Board Meeting

The Foundation Board convened in conjunction with the Vestry. After their leadership elections, they laid out a plan for the coming year and presented on the health of the foundation. Their minutes were taken by the clerk of the Foundation Board, Stephen Ruschienski. After the Foundation Board adjourned, the Vestry continued.

### Vestry Orientation

Each of the Vestry members introduced themselves. Fr. Perry explained the contact list and schedule. Fr. Perry suggested and received unanimous approval to hold meetings on Wednesdays at 7pm instead of Thursdays. Jackie observed there would be less time between the finance committee meeting and the vestry meeting.

Fr. Perry reviewed the roles and responsibilities of vestry members. Tye asked for a list of community outreach resources, and Scott asked for a ministry guide. Fr. Perry responded he would provide both and mentioned also that Tara Alt was beginning the process of updating the web site. Fr. Perry continued with the presentation, discussing the preparation of the agenda, the consent calendar, and the expectation of confidentiality. He explained the org chart and showed new members how to use the vestry binders. The list of clergy and staff was presented, with mention of Rachel Rios as the new Parish Administrator as of Feb 21. Fr. Perry explained the structure of the financial reports, and Julia Fox asked if unrestricted funds were

separate accounts. Jackie explained that multiple funds were held in an account but kept using distinct records. She mentioned the church maintains ten separate accounts for the various funds.

Fr. Perry displayed a map of the church buildings, and noted that twelve-step groups will begin using the Terrill House for meetings again. He mentioned we may be able to provide space to the Miracle Group from First Baptist Church which meets twice a day and is losing their meeting space. Fr. Perry described St. Peter's as a large church, which feels like a small church despite having a membership size in the top 5% of Episcopal churches nationwide. He then briefly described the subject of his Sabbatical.

### Information and Business

**Financial Update** – Scott moved to accept the financial report, and Molly seconded. Tucker asked if there were pending pledges or donations for Shaping Our Future (SOF). Jackie responded that while the church no longer requested SOF donations, some were being made. She added that many SOF donors simply rolled their periodic donations into operating funds. Jackie also noted that there were eight completed pledges for 2023 totalling \$48,000 at the time of the meeting.

**Parochial Report** – Fr. Perry asked for information to include in the parochial report. The first question involved challenges and opportunities encountered in 2022. Vestry members noted that short staffing was a challenge, but the increase in outreach and new music programming were both opportunities. The second question asked what changes does the vestry hope to see and what is needed to make those changes. The vestry noted that an increase in attendance at weekly and weekday services was desirable, with Tucker asking about digital attendance. Fr. Perry responded there were about nine regular viewers of the digital service, but that those nine do not count toward the “ASA” as reported.

**Staff Update** – Fr. Perry mentioned again that Rachel Rios will be starting as Parish Administrator and that the Children's Committee began receiving names for a Director of Children's Ministry.

**Bank Signature Resolutions** - Courtney Williams moved the approval of the bank signature change resolutions and Michelle Hutton seconded. After clarifying Tucker Thompson's legal first name, the resolutions were approved unanimously.

**Building and Grounds Concern** – Karen alerted the vestry to the presence of asbestos at 606 W Lamar in 3 of 21 areas tested. Fr. Perry suggested remaining SOF funds or Capital Improvement funds could be used for the purpose of abatement if needed. Karen told vestry members that if the asbestos repair exceeded \$10,000, they would be consulted for approval.

### Announcements & Adjournment

Scott Patterson moved to adjourn at 9:31pm, with Molly seconding, and Tye closed in prayer.

Prayerfully submitted,  
Daniel Barnes

Approved:

Date: 3/22/23

Signed: Daniel Barnes  
Daniel Barnes, Clerk