

St. Luke's Episcopal Church, Brockport, New York
Vestry Minutes October 30, 2022

Present either in Parish Hall or via Zoom: Rev. Elizabeth Harden, Vestry members: Bill Plews, Karen Baase, Dane Emens, Mike Roffe, Ginny Campbell, Steve Locke, Keith Ewanyk, Ruthann Tryka, Ralph Crane, Lynda Krens. Also present: Sue Holm, Treasurer.

Ginny Campbell volunteered to take the minutes in the absence of a permanent Clerk. Elizabeth suggested vestry members rotate the responsibility of notetaking until the clerk position is filled.

The meeting started at approximately 11:30 am with prayer led by Elizabeth+.

Elizabeth+ opened in prayer.

Minutes—The date of the September meeting was corrected and a Motion to approve the Minutes was made by Dane and seconded by Karen. Unanimously approved by all those present.

Consent to Agenda—Accepted Gifts Policy was deleted from Rector's agenda and covered under Finances. Added were Keith's security report, Harvest Kitchen in-door dining, Sue Holm's children/advent wreath topic, and Elizabeth+ added inviting more acolytes.

Check-in—Where have we seen beauty? In nature, in others, at daughter's wedding, at midnight madness where more than 600 children attended, in family at Letchworth, spouse, sunset, at Plumb Point Lodge on Seneca Lake, in the faces and hands of worshipers,

Treasurer's Report—Mike Moved to accept the September Treasurer's Report and Dane Seconded. Unanimously accepted by all present.

Year End Fiscal Estimates—Tight but should make budget as far as giving is concerned. Transferred \$4,000 in October. It is important to contain discretionary spending.

2023 Draft Budget—Advertising reduced by \$500 as we will no longer advertise with *Westside News*.

Income—Used the 2022 giving levels as a base starting point. A number of increases in pledge amounts so far for 2023. Some new pledges are also coming in. A few people are behind on meeting 2022 pledges. Salary increases of 4% for music director and secretary are offset by other reductions.

Discussion of Elizabeth's+ salary for 2023. Elizabeth+ was excused from this portion of the meeting. The Finance Committee proposed a 4% increase, which would be \$2,100 plus \$750 for SECA (Social Security) and pension increases. Dioceses medium is now \$60,000 for salary alone. Elizabeth+ is below medium currently. St. Luke's saves approximately \$23,000 in healthcare premiums as Elizabeth+ and family is covered by her spouse's plan. Bill Plews made a motion to accept the 4% increase in salary, for clergy, music director and secretary. Dane Emens seconded. Unanimously accepted. Steve suggested a formal mutual clergy review prior to future salary increases. Others felt disappointed in past evaluation processes. Suggested that

criteria for evaluating clergy be created for the future. Development of goals, etc.. Elizabeth+ returned to the meeting and was informed that the 4% salary increase was approved.

Motion was made to accept the draft budget by Ruthann and seconded by Keith. Unanimously approved by all in attendance.

Gift Acceptance Policy—Mike discussed gift acceptance policy. Jennifer Skoog, Mike, and Sue to create the policy based on the previous document.

Discretionary Music Fund—Brenda is asking if it is possible to create a music fund that individuals could donate to that could be used for various related items, such as guest musicians, etc. at the music director's discretion. It would be designed along the lines of Luke's LAYETTES and Harvest Kitchen.

Sue suggested that Sue, Brenda, and Elizabeth+ move forward with creating guidelines for a discretionary music fund for 2023.

Happy Anniversary, Debbie—November 13 event will celebrate the 15th anniversary of service by Debbie. Flowers for altar, reception, individuals on Vestry to give a card, etc. Mike will donate the cake. Sue will donate cheese crackers and veggies, Ruthann Tryka will donate fruit.

Cornucopia Sunday—A breakfast meal. People to donate food items. Sue has a sign-up sheet and flyer, which will be posted in *Inspire*.

Diocesan Convention—The Convention was held October 29. Bishop's address included changing the Diocesan structure that would allow for collaborations between churches, and lay worship leaders, regional vicars, and catechists to take on more responsibilities. The Bishop would like to extend the time to obtain a new Bishop. There is a clergy shortage throughout the Diocese. Congregations may be changed to Mission status allowing the Bishop to have more oversight and support for them. Diocesan Deans were changed and the Canon to the Ordinary was replaced by a transitions officer.

Midnight Madness—Many more children participated this year, for more outreach to the community. We're members of the merchants association and we were included in advertisements.

Parade of Lights and Community Tree Lighting the First Sunday in December—Community looking for floats. This could be something for next year. Further discussion to take place as to other ways we can participate in the event.

Fireproof Safe—Placing the safe on plywood in the corner of the storage room is a possible solution. Karen will reconnect with Corky Beadle.

Harvest Kitchen—Planning for fifty guests. Benny B. and Ruthann are organizing. Annual traditional Thanksgiving meal will be served.

Church Security—Keith reported the Ring Video Doorbell is now installed. Not recording at this time. Connected to Keith's phone, as well as to Debbie's and Elizabeth's+ monitors. A list of potential users is needed for assigning codes. The account to be transferred to the church. New keypad with individual codes will identify who is entering the building. Keith prepared a proposal

to include a deadbolt lock to be electronically controlled for the office door as the office door lock needs replacing. Cost will be \$505. Fifty percent of the funds to come from the Garlock Fund and fifty percent from the General Fund. Steve motioned to approve \$505 from General and Garlock for this phase of the e-lock security rollout. Bill Plews seconded. Approved with one abstention. A timeline for rolling out the new locks will be established.

Fundraising/Friend Raising—Ginny gave a thumbnail of her suggestions for fund and friend raising. Ginny will refine the proposal and submit it to Elizabeth+ for distribution.

Advent—Sue suggested reinstating lighting of the Advent Wreath with the children's assistance.

Recruitment of New Vestry Members—Vestry and wardens are to submit names to Elizabeth+ prior to next meeting. Karen, Ralph, and Keith vestry terms end. Incoming vestry members are to be baptized, wardens to be confirmed. All need to have pledged the prior year.

The next meeting is December 11 at 4 pm at the Harden home.

Closed with prayer by Elizabeth+ at approximately 2:45 pm.