

St. John's Episcopal Church  
Minutes of the Vestry Meeting  
October 17, 2021  
Held In-Person

**In Attendance:** Hunter Brown, Joseph Claro, Sara Coles, Laura Daly, Mary Davis, Veronique Dulack, Bob Futh, David Gillespie, Fr. Geoff Hahneman, Andris Kalnins, Larry Littlefield, Susan McFeely, MB Witt

**Absent:** Joan Beattie (excused)

**Opening Prayer:** Fr. Hahneman opened the meeting with a prayer.

**Voting on Minutes from September 19 Vestry Meeting:** Minutes were approved, with some spelling corrections. Ms. Daly corrected and posted them outside the parish office They are also posted on the St. John's website.

**Finance Committee Report:**

Pledges: 50% of pledges have been paid.

Audit: The 2020 audit has been completed and we are now in good standing.

Income and Expense Report: As of 9/30/21, St. John's YTD expenses are \$9,000 under budget (\$180,577.33 vs. \$189,070.50), primarily due to lower office costs.

For the month of September, the biggest expense was for Property expenses (\$13,673.01 vs. budget of \$5,847.00). Reasons for this increase:

- Building Rental Use Expense

- Buildings and Grounds

- Fee for an alarm system which is remote and wireless and will continue to work if power is lost.

The Church will be conducting a tech upgrade for the office computer and to allow for cloud computing. A representative from Dell will conduct an assessment and make a recommendation. It is expected that these upgrades will be completed by the end of the year.

PPP Update: The bank approved our SBA for \$19,700, and it has been converted into a grant.

**Foundation Report:** Ms. Davis reported that the front doors will be repainted by the end of the week. The awning, made of plasticized fabric, will be installed before Thanksgiving.

In terms of next year's projects:

- Review, repair plaster molding around doors

- Church windows will be repaired as needed to be functional.

Ms. Davis also noted that until the Washington Refugee Resettlement Fund is granted status as a 501C3, the Foundation will oversee the Fund's bank account, taking in funds and overseeing distribution along with the Fund's officers.

**Holiday Fete:** Invites have been sent out. All items for the Larder must be made in the Parish kitchen under the supervision of a an individual licensed for safe food preparation (Constance Littlefield).

**Warden's Report:** Mr. Gillespie informed the Vestry that the Washington Garden Club has agreed to rent the Parish Hall once a month for their meetings and be responsible for any clean up required after these meetings. Father Hahneman will sign the rental agreement and Mr. Littlefield will coordinate the scheduling of these meetings to avoid conflict with the Yoga class schedule.

Stewardship: Mr. Gillespie also reported that stewardship letters will be going out to the Parish Directory List (150 records) the week of 10/18. Pledges are due November 6<sup>th</sup>.

**Property Report:** Ms. McFeely thanked Natalie Dyer and her handyman, Wilson for maintaining the grounds around the Church/Parish House. And, thanks to Natalie for paying for needed tree clearing after the recent storm.

The Rectory tenant has requested a new dishwasher. Due to current supply chain problems, this request cannot be fulfilled at this time.

**Priest-In-Charge Report:**

Transition Plan: No update to last month's status of this plan: Due to the pandemic, an update on the Transition Plan will be scheduled when this all-parish event can be convened in safety.

Staffing: Father Hahneman will be meeting with Dawn Rosiello (recommended by Deb Forese) to take on the role of property management.

Refugee Resettlement: There will be an event on 10/23 at the Judy Black Memorial Park when information will be provided about the details of refugee resettlement in our community. The level of interest for this effort has extended beyond the WCOC.

Facebook Page: Father Hahneman indicated a desire to remove the old St. John's Facebook page as it is not in use and causing confusion. However, he does not have admin privileges to do so. Ms. Daly will see if she can find the administrator for this site and have them render it inactive.

**Closing Prayers:** Fr. Hahneman closed the meeting with a prayer.

Submitted by: Laura Daly