St. Luke's Episcopal Church Vestry

Meeting Minutes

Date: Tuesday, Sept 22, 2026
Time: 5:00 pm – 7:00 pm
Location: Conference Room of St. Luke's

Attendees: Fr. Marc McDonald, Junior Warden Rich Leon, Bookkeeper Cheryl Erpelding, Betty Doherty, Brenda Schwartz, Gary Nick, Leigh Hunt, Lauree Birchmeier, Leanne Bryan, Vaughna Henry and Acting Clerk: Deborah Baci

Absent: Senior Warden Dave White, Treasurer Dave Malmquist and Steven Dear

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I. Called to order at 5:01 PM, Quorum confirmed, Sept. Agenda Approved — **Fr. Marc McDonald**

II. Moment of Inspiration: — **Fr. Marc McDonald**

III. Opening Prayer Offered By: — **Leigh Hunt**

IV. Consent Agenda — **Fr. Marc McDonald**

A. Minutes of Aug 25, 2026 Meeting and Commission reports
Commission reports received from the Worship and Christian Education commissions.

No additions, changes or questions on the minutes from August or the commission reports

Motion made to approve the Minutes from Aug 25, 2026
Motion approved unanimously

V. Treasurer's Report — **Cheryl Erpelding**

- **Cheryl provided a summary of our financials as of 9/21/2026:**

Detailed financial reports were provided to the Vestry for review.

The reporting is transitioning away from the money in and out columns as we continue to streamline our accounting reports, chart of accounts and processes. Cheryl and Dwight rescheduled a meeting with the Auditor, due to a family emergency with the Auditor. We are in a good and healthy financial position! Cheryl asked the Vestry to review the financials and let her know Let Cheryl if monies were attributed to the wrong chart of accounts.

Motion made to approve the Financials as presented.
Motion approved unanimously

VI. Junior Warden's Report — Rich Leon

- **Front Lawn update**
  We have a few punch items that need to be addressed. We will wait for the allergy season to be over and call Mike to address these issues. In the meantime, Rich will put down more weed killer.

  We are considering an expansion of the sidewalk between the columbarium and the rose bushes to allow more room for people with walkers and wheelchairs. The sidewalk would be expanded by removing the river rocks and expanding the sidewalk. We will do this my hand with wheelbarrows and will make sure we have expansion joints added. The river rocks that will be removed will be used in the labyrinth.

  We don't have an estimated cost at this time and hope to have estimates at the next Vestry meeting.

- **Lights in the Church** – We contacted a company that will come out and evaluate our lights and the lightboard. The company works with churches and has experience with this type of lighting. They charge of $120/hour with a minimum is 2 hours. They don't have a lift, however we will rent a lift for $350. We hope the next rental will come with a trailer to move it from rental company to the church.

  We recommend spending $240 to determine what we can do with the lights and rectify the issues we currently have.

  We want bulbs that are dimmable and are all the same color. Rich will reach out to them to get them to come in to assess the situation. They will also assess future lighting, screens, video services and text to be on a monitor.

- **Kitchen Floor**
  Repairs were made and it looks great. We have one small issue, with a ½' raised tile. They have a solution for this and will installing a threshold. The grout looks a little different in the middle as it's not grout but silicone.

  We mentioned to the contractor that we have other tile work to be done. They shared that their company is too small to take on these larger jobs.

VII. Rector's Report — Fr. Marc McDonald

- We are still recruiting for the **TAEHS event**. Fr. Marc invited the Vestry to this event if they are interested.
- Rachel, a women who is living out of her car, has been utilizing our parking lot in the evenings. She's in a dark gray Kia Soul with a VA plate. Her plan is to go to Yuma when it cools down in that area.

- **Walgreens is offering a flu/covid clinic** at St. Luke's on Oct. 5th from 10 AM to 2 PM. We will let parishioners know via the Epistle, a separate email and will have flyers with a QR code for people to make an appointment. We will promote this through Facebook and Instagram. Everyone is invited, a member of St. Luke's or no.

- We are launching the **Stewardship and Capital Campaign** at the same time the weekend of Oct 3 & 4. We would like people to consider legacy gifts. A few of the items and estimated costs for the Capital Campaign are: $190K for the parking log, $100K for roofing, updates to the offices with paint and carpeting, and a stretch goal for a new building for the food panty. The Stewardship Campaign will go through 1st Sunday of Thanksgiving, and the Capital Campaign will continue.

- Will not be doing a discretionary fund campaign for the Pastors. **Pastor Appreciation Month is Oct.**

- **Men's Ministry Meetings** – a few new people joined the breakfast group and we usually have about 15 people. Cheers & Chat fluctuates with only 7 people this month. The participants seem to like the Raven the best so far, however shorter days and cooler evenings may be keeping people at home.

- **The General Convention** is meeting will be held in Phoenix July 3rd to the 8th. They will need about 800 volunteers. There will be a host of speakers & workshops. Gary shared that the exhibit floor is huge and you don't need to be a volunteer to attend. They have services every day. Volunteer sign up is already on the website for those interested.

- **Acolyte Training** – we had 2 younger participants this year. We are planning a Youth Sunday and will pair new acolytes with an experience acolyte to help shepherd the younger people.

- **Hope Fest** – We had 9 volunteers at this event. There were some great conversations at the booth and about 100 people or more stopped by for treats, stickers, brochures, bookmarks and little Jesus figurines.

  There were over 150 organizations there with quite a few churches. The event as a whole was well attended. This was deemed a worthwhile outreach event by the volunteers.

- Fr. Marc is working on **Agape Dinner Groups** in the fall.

VIII. OLD Business — Fr. Marc McDonald

Website Redesign

Our website designer started the redesign of our website. Deborah showed the Vestry what's been completed so far. Basically we have the bare-bones of the site with images and verbiage taken from the current website. Deborah will send the link to the Vestry to provide preliminary feedback.

IX. NEW Business — Fr. Marc McDonald

Worship Related — Betty Doherty

Betty commented on the condensed bulletin. She suggested that we don't include the Lord's Prayer. She suggested that we add the celebrants and the names of the people that are doing the readings.

To further cut back on paper usage, we should consider using a larger monitor in the main church, with screens that come down during the service and then roll-up after the service. The liturgy and music would be run off a laptop connected to the monitors. Many churches are already using this type of hybrid service.

We replaced all the microphones and with the variety of voices, the transmission is not always clear. Matt is working on a proposal to update our sound booth with new technology and an actual sound board. We currently have a computer screen with a mouse, and the person in the booth, has to perfectly time the switching on & off for each speaker to avoid a sound delay. This doesn't always happen. A new sound board is an immediate switch (voice/mute). Other equipment may need to be updated as well.

X. Oral Reports from the Commissions

Newcomers Luncheon Updates — Lauree Birchmeier

We had 9 people at the newcomers luncheon. Lauree has the board ready to go up in the gathering hall. What a great group of people and some are interested in volunteering for the welcome table, as greeters and as a counter. A few of these newcomers are interested in the Inquirers Class.

Pastoral Care **Brenda Schwartz**

Brenda doesn't have an update on Fr. Phil's pastoral care visits or calls.

Fr. Marc made 25 pastoral calls whether in person or over the phone for the month of September.

We have parishioners that are helping transport people from Las Fuentes in Prescott and helping them get to church. We would love to get a mini-bus or van to help with this.

XI. Announcements / Upcoming Events

9/27 – Website Designer on site for photos
10/3 – Blessing of the Animals
10/3 and 10/4 – Launch of Plenty Good Room Pledge Season and Generations of Hope Capital Campaign
10/17 – 66th Annual Diocesan Convention, Scottsdale
10/18 – All Church Potluck for Feast of St. Luke's
10/24 – Memorial Service for Christopher Foehse
1027 – 10/31 TAEHS Facilitator Training, All Saints in Phoenix

✞ Save the Date: 2027 Vestry Retreat, April 2 – 4 at the Frances or the Casa. Details to be determined.

I. Closing Prayer offered by: **Fr. Marc McDonald**
