

Vestry Meeting Minutes

Tuesday, October 28, 2025

5:00-7:10 P.M.

Conference Room at St. Luke's
Vestry, Rector, Wardens and Financial Officer

- I. **Call to Order, Quorum, Approval of Agenda** **Fr. Marc**
Attendees: Fr. Marc, Sr. Warden Dave White, Jr. Warden Rich Leon, Brenda Schwartz, Leigh Hunt, Eileen Griffin, Gary Nick, Kim McConnell, Leanne Bryan, Carol Goldsmith, Lauree Birchmeier, Trampus Tribbey, Becca Farrell
Absent: Dave Malmquist

- II. **Spiritual Centering** **Fr. Marc**
Opening Prayer offered by **Leanne**

Adaptive Challenges

- III. **Welcoming Change**
Father Marc led a discussion regarding transition in Church life due to the difficulty of the loss of a beloved priest and the retirement of a long time Director of Music. He asked the Vestry to consider ways they can help those around us to welcome change. Some suggestions were to stay positive, to encourage others to be positive, acknowledge what will change and what will stay the same, tell the story of why change is happening and be alert to rumors.

- IV. **Consent Agenda** **Fr. Marc**
Leanne moved that the consent agenda including the Vestry minutes from 9/23/25 be approved. Carol seconded the motion and it passed unanimously. **(Action Item)**

Treasurer's Report - Becca provided a Statement of Activity for Jan. 1-September 30, 2025, a Pledge Report comparing 2024 to 2025 and the cash position as of 9/22/25 and the Commissions Expense report for the first three quarters of 2025. She answered any questions asked by the Vestry. There was a discussion regarding the merging of the Creation Care and Native American ministries.

Technical Challenges

- V. **Old Business**
Capital Campaign Task Force will meet after the Stewardship Campaign concludes.

Office Computer Replacement will continue in November.

Digital Directory is on hold.

Worship and Music Survey is on hold

Healing Hands Community has a name change to Healing Prayer Community.

Dennis Houser - The Choir is coordinating the gift and celebration. They will also work with Gary and the Fellowship Commission.

VI. New Business

Angel Quilt Ministry is on hiatus for the next year. The materials will be housed at the church until a decision is made. Dave White moved that the money in the Patches and Purlers account be moved to the Angel Quilts account. Patches and Purlers no longer exists. Leanne seconded and it passed unanimously. **(Action Item)**

Safe Church Policy Update - If you haven't done this yet, it is required that all Vestry members complete it. See Lauree B. for info. Lauree also provided a document showing all the training and screening protocols. It must be updated every three years.

Mutual Ministry Review - The review is conducted every 2-3 years. It is an opportunity for the Vestry and staff to look at strengths and challenges or opportunities for the future. The surveys will be sent to each Vestry member by Kathy Black. She will compile the results and present a report of the findings on January 31, 2025 (tentative date) from 9-2p.m.

2026 Housing Resolution Allowance - Trampus moved to approve the Housing Resolution Allowance for Fr. Marc in the amount of \$10,000. Leigh seconded the motion and it passed unanimously. **(Action Item)**

Nominations for 2026 Vestry - An announcement regarding nominations for the 2026 Vestry will be in the Epistle on October 30. The application forms will be available in the Gathering Hall. There are 4 openings because the Bishop said that Trampus cannot serve on the Vestry because he is in process to become a Deacon.

Hardcover vs Regular Bulletin Discussion - Fr. Marc shared a document created by Lynda Rowntree comparing the costs and paper use for three different styles of bulletins covering the season of Pentecost. After much discussion, the most popular style to use for the Advent and Christmas seasons bulletin was a full bulletin with no hymns included other than the service hymns.

By-Law Change Reading - The first reading of a change to by-law f. under #5 Treasurer was made by Fr. Marc. The change reads:

f. Disburse money as may be necessary in the transactions of the Parish upon appropriate authority of the Vestry, on checks over \$1000 (change to \$5000) signed by two of the following: Rector, Senior Warden, Junior Warden, Clerk, Treasurer, Assistant Treasurer and other persons appointed by the Vestry. All other checks require one signature.

Brenda moved to approve in a positive way. Leanne seconded the motion and it was approved unanimously. The second reading and final approval will take place at the next Vestry meeting. **(Action Item)**

Church Policy Changes for Sections 7,9,10,21

Section 7 Funeral and Columbarium - Fr. Marc asked that the discussion be tabled until more thought can be put into the wording and costs. Dave W. moved to table the discussion. Eileen seconded the motion and it passed unanimously. **(Action Item)**

Section 9 Diocesan Mission Share and Mission Outreach Support - Fr. Marc asked that this discussion be tabled in order to examine the policy more closely. Trampus moved to table the discussion. Leanne seconded the motion and it passed unanimously. **(Action Item)**

Section 10 Nominations and Elections - This changes the section C entitled Lay Delegates and Alternates to Diocesan Convention to be in line with the changes made at the 2025 Diocesan Convention to determine how many delegates each Parish may bring to Convention. The new language shall read:

1. Elected Lay Delegates shall be apportioned in the following manner based upon the Average Sunday Attendance (ASA) reported on the prior year's Parochial Report:

One Delegate for an ASA of 1-75

Two Delegates for an ASA or 76-150

Three Delegates for an ASA of 151 or more

2. A congregation may elect as many Alternates as it wishes, not to exceed the total number of elected lay delegates.

3. The Senior Warden and Junior Warden shall be delegates in addition to the elected lay delegation as set forth in Canon 1 Se. 4(b) of the Diocesan Canons.

In addition, Section D will read:

The Nominations and Elections Committee shall be appointed

by the Rector in consultation with the Senior Warden with the approval of the Vestry.

Leanne moved to accept the changes. Trampus seconded the motion and it passed unanimously. **(Action Item)**

Section 21 Parish Office - Trampus moved to the following change to **Section A - Office Hours**

1. Office Hours shall normally be Monday - Thursday from 9 A.M. - Noon and 1:00 P.M. - 3:00 P.M.

2. The Office will be closed on the following days: Martin Luther King Day, President's Day, Good Friday, Memorial Day, Juneteenth, Fourth of July, Labor Day, Thanksgiving Day and day following, 1/2 day on Christmas Eve, Christmas Day, New Year's Eve and New Year's Day. In addition, the Office is closed from Christmas Day through New Year's Day.

Gary seconded the motion and it passed unanimously. **(Action Item)**

Reports on Convention - Dave W. requested that the delegates to this year's Diocesan Convention send him a paragraph or two regarding their impressions of the Convention. He will compile these for the Annual Report. Be sure to turn in your receipts for hotel and mileage to be reimbursed.

VII. Oral Reports

Pastoral Care and Membership -Lauree reported they are looking to expand the Lay Eucharistic Visitor and Telehealth Ministry.

Fellowship - Gary reported that the Coin Show display and Italian lunch will be Nov. 9 after the service. Gary generously gave each Vestry member and Warden a book entitled Coins of the Bible. Many thanks to Gary and Leneal!

Stewardship - Eileen reported that we had \$85,000in pledges so far.

VIII. Announcements

Change of dates for Vestry meetings **Nov.18 and Dec. 16 at 5 P.M.**

Annual written reports due for the Annual Meeting on **Jan 15.**

February 15 - Annual Meeting

Vestry Retreat - **June 5-6, 2026**

IX. Closing Prayer offered by
Respectfully submitted,

Eileen

Kim McConnell, Clerk of the Vestry

