

# EMMANUEL

---

*Episcopal Church*



CONNECT  
WORSHIP  
SERVE  
CREATE

## Vestry Meeting Minutes

6/9/2020 & 6-26-2020 E-Vote Motions

### Opening

The regular meeting of the Emmanuel Episcopal Church of LaGrange was called to order at 7pm on 6/9/2020 via Zoom (due to Coronavirus-Stay at Home orders) by Reverend David Jackson

### Present

Reverend David Jackson (Rector)  
Kathleen Valenta (Senior Warden)  
Marc O'Brien (Junior Warden)  
Katherine Valenta (2021)  
Sue Jasiak (2021)  
Marc Borge (2021)  
Matt Longo (2022)  
Rachel Rivera-Weaver (2022)  
Drew Beyer (2022)

Kathy Lampert (2023)  
Dorren Gertsen-Briand (2023)  
Cliff Egel (2023)

### Non-Voting

Adam Harp (Treasurer)  
Andy Dolliff (Clerk)  
Judy Staiano (Administrator)

### Absent

Lily Dolliff (Youth Representative)

Guests - None

### Formation

- A. Minute of Sanity –
- B. Opening Prayer – Kathy Lampert
- C. Check-In

## Information & Discussion

- A. May Minutes – Motion to Approve Kathy Lampert & 2<sup>nd</sup> Drew Beyer
  - a. Motion Approved
- B. Treasurer’s Report –
  - a. Operating Cash at \$61,000 at 5/31/2020 – Much better than last year
  - b. \$9,000 of PPP Cash that will be used in June.
  - c. General Giving Income is down - About \$20,000 below budget
  - d. Operating expenses are down
  - e. Ellen’s departure will help keep expenses down
  - f. Motion to Approve – Kathleen Valenta & 2<sup>nd</sup> Marc O’Brien
  - g. Report Approved
- C. POP Report
  - a. J Weiler Removed Console
  - b. Scaffolding Set up – Pipe removal to start soon
  - c. Waiting for confirmation of payment schedule changes
  - d. Notre Dame is up in the air – they are unsure of intent. Depends on Pandemic
  - e. Queen of Hearts Raffle to continue when Barrell House opens up more
  - f. Alternative Fundraising – Possibilities
    - i. Car Raffle – Randy Valenta exploring
    - ii. Remote Trivia Night
    - iii. Silent Movie/Organ Guy – You Tube Live & Fundraise
    - iv. Lawn Concerts
  - g. Timeline is still October for Repairs to be completed per Cassavant
    - i. Organ to be back
  - h. \$16,000 received from people paying off their pledges
  - i. \$299,591 has been raised
  - j. \$125,000 in the Emmanuel Organ fund
  - k. \$71,775 In the Friends of Cassavant Account
  - l. \$15,000 Notre Dame Deposit – We have contacted them to get our deposit back.
    - i. Notre Dame Choir is asking that each of the 5 venues that were originally scheduled for performances donate \$2,100 per venue to recoup some of their non-refundable travel expenses
    - ii. This will not reduce the amount we would spend next year if we reschedule.
    - iii. Motion to approve \$2,100 donation to Notre Dame choir to recoup their non-refundable expense by Kathy Lampert, 2<sup>nd</sup> Katherine Valenta
    - iv. Motion Passed
  - m. Payment Schedules being pushed 2 months out – except for last 2 payments

**D. Building & Grounds**

- a. Kim Gebhart – Wants money for \$300 tree for area near the garbage
- b. Another \$400 for Bushes be Elm Street Entrance &
- c. Sod by the Kensington entrance
- d. Discussion to improve the exterior. Give her \$1,000 to spruce up the exterior.
- e. Motion to Approve \$1,000 for exterior – Kathleen Valenta, 2<sup>nd</sup> Kathy Lampert
  - i. Motion Approved

**E. Wardens**

- a. Working on Improving Communication

**F. Rectors Report**

- a. Next Vestry meeting August 11th

**Discussion**

**A. Re-Entry Plan**

- b. Quick Survey of Opinions
- c. Worship Options
- d. Necessary Supplies
- e. Motion to Approve Covid Entry Plan – Cliff Egel, 2<sup>nd</sup> Marc O'Brien
- f. Motion Passed
- g. Motion to allot \$1,000 for Hand Sanitizers and Signage – Kathy Lampert, 2<sup>nd</sup> Marc O'brien
- h. Motion Passed

**B. DEW Outreach Fund update**

- a. 5 Applications so far

**C. AA Groups have asked about refunds for April/May/June**

- a. Refund would be messy
- b. Offer 12 step groups to forget rent until September

**Decisions**

**A. Payment of \$48,954.90 to JL Weiler, Inc. & Payment of \$80,469 to Casavant Freres**

- a. Motion to Approve both Payments – Marc O'Brien & 2nd Kathy Lampert
- b. Motion Approved

**B. Notre Dame Deposit – (Addressed within POP Report)**

**C. Q2 Diocesan Pledge (\$1,500) & Major Maintenance (\$1,000)**

- a. Motion to Approve both Payments – Marc O'Brien & 2nd Kathy Lampert
- b. Motion Approved

**D. Updated Letter of Agreement for Rev. Dave**

- a. Motion to Approve Updated Letter of Agreement – Kathy Lampert & 2nd Cliff Egel
- b. Motion Approved

Closing Prayer – Led by Reverend Dave.

Summary of Vestry e-vote for three separate issues & motions Presented June 24<sup>th</sup>

1). Approval of the attached estimate from Pavercare to fix the walkway to the Columbarium. This estimate includes fixing the drainage issue and installing the engraved memorial bricks we sold previously. I propose to fund this entirely out of Columbarium funds, which are more than enough right now. Total is \$2,600 (up from \$2,400 when it was written last year). Work would be done roughly the third week in July.

2). Revision to our Re-Entry Plan. The Bishop changed his guidelines for Phase 4 to mirror what the State of Illinois put out. Now, instead of 50 people, our limit would be 100 or 25% of capacity, whichever is less. I would ask that we change our Plan to correspond with that. Outdoors, that means we can have attendance of 100 people. Indoors, I'm estimating the limit to be 80 (25% of roughly 320 capacity).

3) We have a bill which Adam has asked that we obtain email approval for as it is over \$500 and we will not have another meeting until August. Please reply with your vote – it was for the Air Conditioning maintenance/upkeep. \$595 – Dahme Mechanical.

Email votes received and all three the motions carry (June 26, 2020)

Minutes submitted by: Andrew Dolliff, Clerk