



St. Alban of Bexley Episcopal Church  
Vestry Meeting  
05.17.2021  
Agenda

**Call to Order and Opening Prayer** ---The May 17, 2021 meeting of the Vestry was called to order by Fr. Devin at 7:04 pm.

**Declaration of Quorum:** The following Wardens were present: Charlene O'Donnell (Senior Warden), Miranda Cox (Junior Warden); The following Vestry members were present: Eileen Becknell, David Fanning, Robert Howarth, Scott McKinley, Russ Rosler, Mike Sanderson, Penny Shyjka, & Kevin Tomkies. Others present were Fr. Devin Rodgers (Rector), Tom Mack (Treasurer), & Janet Lewis (Vestry Clerk). Vestry member Lauren Leahy was absent.

**Adoption of the Agenda:** The agenda was reviewed; no additions or changes were noted. Charlene O'Donnell made the motion to accept the agenda; 2<sup>nd</sup> by Robert Howarth, all voted in favor.

**Formation and Discipleship:** Given that the upcoming Sunday (May 23, 2021) was the Day of Pentecost, the conversation centered around the presence of the Holy Spirit. The reading for the upcoming Sunday from the Gospel of John was shared; David Fanning read the Gospel aloud. Fr. Devin led the group to share what each would ask God to provide St. Alban's. These comments included new members, whispering in our ears to provide guidance, a sense of the joy of caring for each other.

**Minutes of Meeting of 04.19.2021** The minutes of the April meeting were reviewed; no revisions were noted. Motion to accept as written by Miranda Cox/2<sup>nd</sup> by Scott McKinley; all voted in favor.

**Treasurer & Financial Reports**-Tom Mack reviewed the current process for managing our finances noting that Jim Stanley's resignation was accepted in late April. Since that event we have been evaluating what the needs are in the financial side of our parish along with what resources are available already and what resources we may need to engage in the future. The Finance Committee as part of the evaluation described above and developed a list of people to consult regarding financial management processes. Tom Mack noted that Charlene O'Donnell has led this process to date; she has consulted with several people in several different organizations. These organizations include other Episcopal parishes, other churches outside the Episcopal denomination, staff people at the Diocese and representatives from several companies which provide software for

financial management to churches. In the meantime, we are continuing to receive pledge income and other income and to pay bills. Everything is being tracked and careful records are being kept. Charlene added that we need a way to update transactions that were in QuickBooks fairly quickly to reduce the chance for errors. The most promising system is the Realm system which we already use for our directory's data base. The Realm product is used within the Diocese; the accounting package integrates giving with expenses and seems robust enough to provide for what we need.

In other financial news we have received a letter from Huntington Bank inviting us to apply for PPP loan forgiveness. Tom will begin process and believes process will be very easy and simple. He noted that we may not receive formal notice about forgiveness for 3-4 months, but this is a standard practice.

### **Consent Agenda**

**Rector's Report:** The Rector reviewed items that were also contained in his written report. He noted that we had a service of Confirmation on April 18<sup>th</sup>; Bishop Price was here to receive 1 person and confirm 9 persons.

The Rector is working with Shepherds to bring worship back to normal with servers being scheduled for regular service. He offered thanks to all involved and noted the effort by Mike Sanderson who is working with acolytes.

We have commitments from several people who will be new to the Altar Guild; Cassandra Brigdon has joined the Altar Guild and is serving this month. Fr. Devin noted the importance of this ministry.

The upcoming Sunday (May 23<sup>rd</sup>) is the Day of Pentecost and we will have 2 people receive Baptism at the 10:15 am service.

The 3:33 service is one that shows growth potential for our congregation; Fr. Devin noted that the Book of Common Prayer allows for a great deal of flexibility (described within the BCP in the *Order of Service*) and this reference was used to create the 333 service. This week is the 1<sup>st</sup> service in person in the Memorial Garden.

Hospitality is something the data from our CAT survey showed is an area of opportunity for us. He noted the 8:00 coffee hour as an area where we have had success; the hope is to build on that success by moving the coffee hour between services (after 8:00; prior to 10:15) and moving outside. People from both services can more easily meet and get to know each other. Fr. Devin asked that people sign up to host and to help with set-up and clean up. He noted that the Choral Scholars and Rector will take one Sunday during the summer.

The Youth Group (EYC) is developing; we have 8 signed up for the gathering on the 23<sup>rd</sup> and several more have committed verbally to signing up. We are going to *Escape Room* and should have a good time together at this activity. Fr. Devin asked that we hold the youth group members and Kayla Aspeslagh in our prayers.

Fr. Devin is setting up a meeting for parents of middle/high school parents to begin a conversation with both himself and Kayla Aspeslagh about how best to support these families.

We will again apply for a Campus Ministry grant; last year we received \$12,000.00. The Home Away From Home initiative is continuing to develop.

**Senior Warden Report** Charlene O'Donnell reviewed items in her written report. She has notified Merrill Lynch that we are closing that account; those funds will be brought over to the Schwab for investment. As noted in the Treasurer's report she is investigating how best to serve the financial needs of the parish.

**Junior Warden Report** Miranda Cox reported that the Wardens and Rector are scheduled to meeting with Emily Swanson of HolyCow! On May 18<sup>th</sup>. They will put together a schedule for the Strategic Planning Team of 3 full-day meetings and also schedule an informational session for parishioners.

**Pastoral Care Report** Eileen Becknell noted that the Healing Service will be held on May 26<sup>th</sup> and invited all to attend.

**Social Concerns Report** Miranda Cox noted that Rachel Barnes was present at the last meeting although this was not reflected in the written report submitted.

**Other written reports** were received from the Building Grounds Committee, from the Lay Pastoral Associate and from the Faith Formation committee.

**Centennial Committee Report** Russ Rosler noted that the Centennial Committee is hosting a Birthday Party for St. Alban's on June 20<sup>th</sup> after the later service in the Memorial Garden. There has been some information in the Red Door already and more will be forthcoming in the near future.

**Motion to accept** the consent reports by Penny Shyjka/2<sup>nd</sup> by David Fanning; all voted in favor.

#### **Mission/Strategy/Discernment/New Business**

Fr. Devin asked for comments/feedback on three topics he and others had reviewed in previous reports: Financial Management, Coffee Hour & the 3:33 Service

**Financial Management**---there were no comments or concerns expressed about the management which was described earlier in the meeting

**Coffee Hour**—There were some comments made on the new approach (holding coffee hour between services). These included the expression of support that the idea makes sense along with the concern that past coffee hours have been pretty much held in a 30-minute period and the period between services is longer than 30 minutes. As well, a concern was expressed as to whether people attending the 10:15 service would come

early for a coffee hour. Fr. Devin thanked Vestry members for their comments and said that the process is designed to be flexible and designed to be reevaluated over time. However, we are going to give this a try and the help of all will be needed to make it successful.

**3:33 Service** – There were several comments in support of this service; its approach is creative and exciting. Some challenges that were expressed centered around the busy work/sports schedules of young people.

### **Voting Agenda**

- 1) Building & Grounds Voting Item one** – The following motion was presented by David Fanning.



#### **Voting Agenda Item from Building & Grounds**

**May 2021**

**Submitted by David Fanning**

The Building & Grounds Committee requests that the Vestry approve an expenditure of no more than \$2315.32 to have Hidden Creek Landscaping install sod in the back garden areas where a lack of sunlight and exposed roots have made the ground difficult to use. This ensures its availability for use during the upcoming centennial party. The Committee believes this funding should be drawn from the Memorial Garden funds.

*Motion by David Fanning to accept/2<sup>nd</sup> by Charlene O'Donnell. All voted in favor.*

- 2) Building & Grounds Voting Item two**

David Fanning presented the following motion:



#### **Voting Agenda Item from Building & Grounds**

**May 2021**

**Submitted by David Fanning**

The Building & Grounds Committee requests that the Vestry approve an expenditure of no more than \$690.00 to have Double Diamond mulch the old playground area to the south of the Education Building.

There were several comments and questions about the process to be used per the proposal from Double Diamond. There were questions about whether this is a long-term or short-term fix for the playground. It was explained that this is a short-term fix designed to make the area presentable for a relatively short

period of time, perhaps until the end of the year. Building and Grounds will be discussing long-term approaches in the interim.

*Motion to accept by David Fanning, 2<sup>nd</sup> by Miranda Cox. All voted in favor.*

### **3) Building & Grounds Voting Item three**

David Fanning presented the following motion:



#### **Voting Agenda Item from Building & Grounds**

**April 2021**

**Submitted by David Fanning**

The Building & Grounds Committee requests that the Vestry approve an expenditure of no more than \$2965 to have System Four, our cleaning service, strip and wax all of the tile floors in the Ed Building (upstairs and downstairs).

As this is not something we have done very often, and we do not have an established vendor for this, we obtained a second quote on this job from Master Clean, who was a good bit more expensive.

*Motion by Russ Rosler; 2<sup>nd</sup> by Scott McKinley. All voted in favor.*

### **4) Rector's motion**

Fr. Devin Rodgers presented the following motion:



#### **Voting Agenda Item**

**From the Rector**

**May 2021**

The Rector proposes that the Vestry does not meet in July 2021. This action is in compliance with the By-Laws of St. Alban's Episcopal Church

*Charlene O'Donnell made the motion to accept as presented/2<sup>nd</sup> by Miranda Cox. All voted in favor.*

- Compline –Fr Devin led the group in praying Compline. The meeting adjourned at 8:15 pm.

