St. Andrew's Episcopal Church
Elyria, OH

Minutes of Vestry Meeting May 13, 2026

Present: Rev. June Hardy Dorsey, Bill Hebble, Harry Finkbone, Mike Von Gunten, Kathy Kerber, Deb Schwan, Megan Quisenberry, Judi Hudnutt, Doug Skladan, Treasurer, Jane McDonald Assistant Treasurer

Excused: Allison Harris, Lindsey Varga

Call to Order: 7:05 pm

Minutes: Deb Schwab moved to accept the Vestry Minutes for March 18, 2026. Judi Hudnutt seconded the motion. Motion passed.

No correspondence.

Meeting Devotional: Harry Finkbone led the meeting devotional. The book *Serviceberry* by Robert Wall Kimmerer provided the framework for reflection.

Treasurer's Report/Financials: See attached reports from Treasurer for March and April.

Bill Hebble moved to accept financial reports for March 2026 for audit, seconded by Mike Von Gunten. Motion passed.

Judi Hudnutt moved to accept financial reports for April 2026 for audit, seconded by Harry Finkbone. Motion passed.

Treasurer reported that an internal audit will be performed Saturday May 16, 2026. No Vestry action required.

Rector's Report: See attached report from Rev. June Hardy Dorsey
Worship and Building & Grounds met to discuss Carillon funding with recommendation to reach out to congregation for donations.
Rector, Office team and finance team met with a representative from Royal Business Equipment for computer hardware/software replacement.
Five people from St. Andrew's Elyria will attend College of Congregational Development in August.
Senior Warden's Report: See attached report from Kathy Kerber
Kathy attends a monthly diocesan meeting of Wardens. Discussion is focusing on systems and communication.
Junior Warden's Report: Judi Hudnutt reported flashing has been repaired and provided a summary of the Building and Grounds report submitted by Hans VanWormer. See attached report.
Commission Reports: Worship report is included in Rector's Report. Congregational Development Report is included in Senior Warden report. Youth Commission report submitted by Ben Holcomb is attached. Resource Management minutes are attached.

Old Business:

Kathy Kerber moved to approve the Vestry E Vote for approval of letter of support for Sarah Schuster's application for participation in The Diocese of Ohio Lay Preaching Training. Seconded by Judi Hudnutt. Motion passed.

New Business:

Kathy Kerber moved to authorize Treasurer to transfer $50,000 from JIF #31902 GWF Mon. Mkt. Outreach/Inreach 315-08 to JIF #31901 GWF Mon. Mkt Community Outreach 315-08. Seconded by Bill Hebble. Motion passed.

Kathy Kerber moved to authorize Treasure to transfer $9000 from JIF#31903 GWF Mon Mkt. Capital Projects 315-08 to Huntington #20173 Second Floor Bathrooms. Motion seconded by Judi Hudnutt. Discussion regarding the status of bathroom floors. No vote taken. Motion deferred until next meeting.

Kitchen Budget Renovation funds need clarification for Vestry action. Discussion deferred until next meeting.

Mike Von Gunten moved to approve $3760 for the purchase of computer hardware and labor to be expensed to account #50370. Seconded by Judi Hudnutt. Motion passed.

Harry Finkbone moved to approve rector purchase of existing laptop for personal use at a purchase price of $0.00. (Zero). Seconded by Judi Hudnutt. Motion passed.

Open Discussion

Judi Hudnutt provided the closing prayer.

Next Vestry meeting will be Sunday June 14 at 12 pm.

Deb Schwan moved to adjourn, seconded by Mike Von Gunten. Motion passed.

Meeting Adjourned at 8:35 pm.

Submitted by
Kathy Kerber
Senior Warden

Rector's Report to the Vestry- May 13, 2026

Worship - Holy Week and the first six weeks of Easter have offered multiple worship opportunities during this significant liturgical season. From Palm Sunday through Easter Day there were nine worship services both in person and on Zoom. For several of these services, they were unique services offered only once a year in this liturgical season. The Worship Commission, Ellen Otis and Cathy Whalen and all of the Altar Guild, Acolytes, Musicians, Mark, our Music Director, Ben our Director of Children and Youth Ministry, Bill Taylor, Sexton, Leanne Taylor and Cheri Van Wormer, Office Staff were all instrumental in the preparation, leadership and follow up in these worship services. I am so grateful for the creativity built on tradition and solidly rooted in Episcopal liturgy and theology that all these services offer.

The Worship Commission will meet on May 13 to plan Summer Worship. There will be one service on Pentecost, May 24 and Youth-led Worship will take place at the 10:30 am service on May 31. There will be a Lorain County Episcopal Church Outdoor Service and Picnic on July 26. On May 31, the Zoom and 8:30 am services will be held. On July 26, the 8:30 service will be held but there will be no Zoom service. We are hoping that we will have a Jazz Mass sometime in the summer. Plans for that service are still being explored. The 8:30 am and Zoom services will continue throughout the summer except for the dates noted above. The mid-week Zoom Morning Prayer service will continue throughout the summer but there will not be mid-week in person services.

Congregational Development Commission – I meet with the Congregational Development Commission for most of their monthly meetings and participate in person with most of the ministries supported by this Commission. Most recently, the Parish Grounds Clean Up Day, was a day that illustrated very well the lections of the week, integrating theological reflection, preaching and service. It reminded me of the value of the Rector participating in hands on parish ministries.

Update on Parish Office Staff – Since late Oct. 2025, Leanne Taylor and Cheri Van Wormer have been sharing the role of interim office staff, providing a physical presence in the church office for approximately 16 hours a week, with responsibilities in weekly bulletin production, bi-monthly newsletter support, recruiting and managing worship and HCR Community Meals volunteers, creating the monthly HRC Community Meals Calendars, interfacing with those seeking assistance, organizing the office space and storage, scheduling building space use, communicating with community outreach and service agencies and responding to the wide variety of requests that come from parish members and the wider community. Cheri and Leanne's willingness to tenaciously follow up using whatever means necessary (email, phone call, texts) has offered consistency and completion of the variety of tasks of an active church office.

Megan Quisenberry has taken on communication through Facebook, especially in regards to communication about the HCR Community Meals. Myki Van Wormer posts updates to the church website and I load the bi-monthly newsletter.

In consultation with the Wardens I have decide that this will be our arrangement for the foreseeable future and Cheri and Leanne have agreed to continue in their current capacities until further notice. I would like to raise their pay to the budgeted pay scale ($15.84) for the position as they were hired at an introductory rate ($15.) This does not require Vestry action because it is spending budgeted funds according to the budget but I want you to know about it and ask for your support.

Recently two comparable Episcopal churches have created administrative operations director positions that encompass communications (print, website, social media), building management, volunteer management and outreach. Both of these job descriptions are comprehensive and the pay scale is at a much higher level than has been offered at St. Andrew's. In the coming months,

the Wardens and I will explore those job descriptions and analyze them for their suitability for St. Andrew's context. If a change toward something more comprehensive is made, it will be a significant budgetary change and will need to be considered for the 2027 budget year.

Heather Campbell Reich Community Meals – Each month I join the Hospitality ministry of the HCR Community Meals for one to three evenings. This is a sacred time of visiting with the guests and connecting with them. This is a faithful and unique community and it is clear that many of those who gather are a very genuine part of St. Andrew's. I have also been involved in the Review Process that this ministry has been undergoing for the past six months, through meetings, observations and discussions. It continues to be a fruitful process, revealing strengths and challenges and ultimately strengthening the ministry.

Report of Rector's Discretionary Fund Ministry St. Andrew's holds a checking account in Huntington Bank which is not included in the monthly financial reports but is audited by both internal and Diocesan auditors. This fund is called the Rector's Discretionary Fund and is used at the discretion of the Rector for "pious and charitable purposes." It is my practice to use it to support community and parish members who are in need of physical, emotional or spiritual support. In the first quarter of the year, from Jan. 1 - April 26, 2026 $4000.56 was spent from the Rector's Discretionary Fund for outreach/benevolence. Expenditures included rent and down payment assistance, phone and water bills, payment on a storage facility and Grayhound Bus tickets. This is a ministry of St. Andrew's and an example of God's generosity at work. When assistance is given I always make it clear that this is a gift from God who loves you and it is given through St. Andrew's. It is an extension of your ministry and I want to report about it to you. The response is always one of gratitude and humility. With challenges in the local economy, requests come in weekly, primarily for rent assistance. Cheri Van Wormer and Leanne Taylor are helping me significantly in communicating with those requesting assistance, verifying information and communicating our accountability practices.

Parish Retreat The fourth St. Andrew's Parish Retreat is scheduled for Aug. 14-15 at Bellwether Farm. A planning group is meeting on May 17 to create the theme, schedule and program leadership.

Formation – I will facilitate leadership for the Adult Bible Study portion of Sunday Night Bible School and lead the UTO Teaching Session. Building on the success from last year's UTO In-gathering , this initiative will be held in conjunction with Sunday Night Bible School in July and August.

Harry Finkbone and I are working on a survey to distribute to all adult parishioners regarding Adult Faith Formation for the purpose of offering Adult Faith Formation on the topics and in the configuration that parishioners would find most engaging and helpful.

Building on the success of the Joint Book Study shared with Church of the Redeemer and Christ Church, we will be offering a six session book study in the late fall and early winter. The leadership and meeting places will rotate between the three Episcopal churches in Lorain County. The hope is that we can have a Joint Spiritual Retreat for Advent at Bellwether on Friday and Saturday, Dec. 18-19, 2026. This will be an adult offering.

Pastoral Care I continue to offer pastoral care to those in our parish and connected to our parish through home and hospital visits, phone calls, shared meals, texts and notes. It is my practice to make in person visits to homes and/ or hospitals each week, often on Sunday afternoons after church. Deb Schwann, Jean Hays, Joan Van Wormer and Harry Finkbone also are faithful in reaching out and in pastoral prayers.

Diocesan Leadership I continue to serve as the Dean of the North Central Mission Area and as such, attend the Deans meetings with the Bishop as well as some of the quarterly Mission Area Council Meetings. This year I am the President of the Standing Committee, meeting monthly with Bishop Anne to set the agenda and with the whole committee in subsequent weeks. Both of these responsibilities are an extension of St. Andrew's ministry in the wider church, your way of sharing God's unconditional love beyond our parish.

Sabbatical – At the end of October I will begin my 14th year at St. Andrew's. Current recommendations are for sabbaticals to be offered every 7 years of sustained ministry for solo clergy Rectors. A sabbatical in 2027 is not practical, given the timing of the 2023 sabbatical, but it is time to begin thinking about the next sabbatical, timing and funding. The Vestry can turn to the previous planning group or appoint another group.

Upcoming Rector's Schedule of Time Away
May 18-21 3 days of Continuing Education /Professional Development
Diocese of Ohio Clergy Conference

May 28 – Regional Gathering in Akron/Canton

June 9, 11, 12, 16, 18, 19 – Vacation – Mae and her parents will be visiting us in Oberlin and I am taking Vacation Days on all of the days I have been able to clear. I will be in town and leading worship on Sundays and Wednesdays (on Zoom), attending Dean and Standing Committee Meetings and the in person Vestry Meeting on June 14.

I am still working on some more vacation this summer and fall and will communicate those plans once they are confirmed. In the Rector's absence, the Sr. Warden takes on the responsibility for the parish.

September – (dates TBD) Silent Spiritual Retreat at Cranaleith

Oct. 4-9, - Conflict Management Course provided by The Diocese of Ohio for Deans

Oct. 19-29 -CREDO Clergy Program – Richmond, Virginia

Respectfully submitted,
The Rev. June Hardy Dorsey, Rector.

St. Andrew's Episcopal Church

Finance Report for April 2026 by Doug Skladan – Treasurer
The purpose of this report is to provide some clarity and identify significant changes or transactions affecting this month s financial statement.

Statement of Financial Position

10020 Huntington Checking – We have $52,000 in operating funds available.

20114 Carillon Fund – Account overdrawn by $2,591.20. Worship Comm and B&G to determine where funds will come from.

20161 Freedge – Received $1,500 in deposits.

Large loss in the JIF Balanced Fund and also a loss in the Rauf Funds.

Statement of Revenue and Expense by Budget

40100 Pledge Income – We are over budget for the ytd by almost $10,000.

40200 Non-Pledge, Plate – $2,400 under budget for the year.

Expense ***There are minimal variances for February.***

50110 B&G Contracts – Schindler $1,225. Treasurer State of Ohio $

There is no Assessment this month because our Outreach was greater than the expense.

50360 Supplies – Checks were purchased for $483.

Total Expenses were $27,955 and under budget by $1,700. Total Income was $30,236 and over budget by $600. We had a surplus of $2,281 for the month and the YTD is -$2,036.

Senior Warden Report

May 2026

The Diocese of Ohio has organized a monthly meeting of wardens with the purpose to provide wardens with opportunities to share challenges, successes and collective problem solving. The current focus is communication between Vestry and parishioners. The assessment of St. Andrew's demonstrates a proficiency in fact sharing. Vestry minutes are posted on the website, and the "Message from the Senior Warden" appears in the Carillon. The weekly bulletin lists upcoming events. While not focused, opportunities for two way communication and active listening occur during Vestry member participation on commissions and task forces, and volunteering at outreach events. In order to provide more focused attention to concerns and issues identified by parishioners, a notebook titled."Questions for the Wardens" will be placed on the table near the window in the Gathering Space. Please write your questions, issues or concerns for the Wardens and/or Vestry. Follow up may be direct communication with the individual or in most cases appear in the Carillon or weekly bulletin.

Canon Christopher Whitaker, Interim Canon for Finance and Operations, will visit St. Andrew's Sunday May 24, 2026 (Pentecost). The objectives of his visit are to engage with the congregation, understand community needs, and facilitate communication between St. Andrew's and the Diocese of Ohio. In addition to meeting with the congregation, Canon Whitaker has requested a separate meeting with church leaders (Vestry, Commission Chairs and Finance Leadership) for discussion of diocesan matters and our concerns or issues to bring to Bishop Anne. Canon Whitaker will join the parish for worship at the 10:30 am service. A light lunch for all will be served after the 10:30 service. The meeting with church leaders will follow lunch and will be located in the Parish Lounge. The anticipated length of this meeting is 1 to 1.5 hours.

CDC Report

CDC voted to transfer $50,000 from Inreach /Outreach to Community Outreach. Rationale is to continue to fund community requests for assistance. Vestry approval and motion to transfer required from Vestry. This item has been added to Vestry Agenda.

College Care Boxes sent to 9 students during their finals week. Boxes cost $45 per person. A $50 dollar donation was received. Remaining cost was assigned to Parish Life.

Parish Life will cover lunch expenses for Canon Whitaker's visit.

May 9 was Grounds Clean Up. Four participants.

Game night continues to grow in participation. St. Thomas Berea offers Game Night as well.

Preliminary discussion about a possible St. Andrew's talent show. Fish Fry was another event discussed for engagement.

Sunday's at St. Andrews's last session before summer break is May 17. VBS dates are July 12, 19, 26, August 2 and 9.

Resource Management Commission Meeting, May 6, 2026

Members: 6
Barbara Prior (+), Jean Hays (x)
Amy Kellogg (x), Karl Kirk (x)
Gary Pressnell (x)

Also invited: 2
Bill Taylor, Sexton (x)
Jane McDonald, Asst. Treasurer (+)
Ex-Officio members: 3
June Dorsey, Rector (x)
Doug Skladan, Treasurer (+)
Kathy Kerber, Sr. Warden (+)

+ Present; x Absent

1. Current state of the budget (Doug)
   Budget and expenses are doing quite well for this time of year. Our investments took a big loss in March but have recovered. There is concern about the increased cost of living and how that will affect expenses for the remainder of 2026.
2. Finalized meeting schedule, stewardship campaign dates, and other deadlines
   See attached
3. June 15th is the deadline for commission (& other leaders) budget requests.*
4. Leadership for this year's stewardship campaign.
   Barb will ask Matt and Amanda Van Wormer or Deb Schwann.
5. Doug suggested we offer a workshop during the Stewardship campaign about how the budget is formed. Kathy suggested we also review how pledges work. See attached draft for the workshop.
   For the next meeting, July 1st , gather ideas for this year's stewardship campaign.

Barb will contact following for their 2027 budget requests:
1. Altar Guild - Ellen Otis
2. Columbarium - Karl Kirk
3. Heather Campbell-Reich Community Meals Music Ministry
 - Bill Hebble, Heather Campbell Reich Community Meal Ministry Facilitator
4. Music Ministry – Mark Skladan
5. Worship Commission – June
6. Youth Ministry Commission – Alison Harris (cc: Ben Holcomb)
7. Congregational Development Commission - Greg Hebble
8. Buildings & Grounds – Hans Van Wormer
9. Justice and Peacemakers Taskforce – Will Parsons

April 2026 Youth Report
By Ben Holcomb

Please note that the highlighted areas are work that I have done that was specific to this month, while the other parts are part of my day-to-day work that I do year-round. This is to show you how my ministry grows and evolves over the year, and also to show you the constancy of my ministry here.

Participate fully in the life of the parish by attending Sunday worship, weekly coffee hour, church fellowship, other events, and welcoming visitors.

I attended 10:30 services on January 4th and 18th.

I am sure to always interact with the youth and children present, both during church with my children's sermons and after church during coffee hour.

I am also regularly helping out with hospitality for community meals. This is a wonderful ministry that I am part of, and I am glad I get to welcome visitors to our church and help those who need help the most. This month, I helped on April 22nd.

Cub scout troop 3110 are meeting again every Tuesday from 6:30-7:30pm. The final meeting for the school year will be on May 19th. The scouts will also be having a lock-in on May 15th and 16th in the Parish Hall.

Spiritually prepare the children and youth to live faithfully in an ever-changing world, with a firm grounding in scripture and the Episcopal tradition.

Once again, a huge part of my ministry here is to provide opportunities for fellowship and model what that looks like in a community of faith. God created us to be together in community, so I try to cultivate that in creative ways.

Sundays at St. Andrew's met on April 19th.

There was no event this month due to Easter, but the next event will be on May 23rd, and will be a movie night, with pizza, popcorn, comfy pajamas, and a fun movie.

We are currently preparing for the next youth-led worship on May 31st! This will include youth-led music, youth-read readings, a youth-created prayers of the people, and of course the sermon will have a couple skits put on by the youth. I am very excited for them to help us all worship God in new and creative ways.

Pray for the children and families of this parish and strive to know them by name.

In my daily prayer, I always have the youth and families of St. Andrew's on my heart. I make it a point to pray for my ministry and for those I am ministering to every day. I put my prayer into action by seeking to support the youth in their extracurricular activities. With spring concerts and sports coming up, I will have ample opportunity to support our youth in many ways by attending their events and showing up for them outside the walls of the church building. During the summer, I hope to have some extra events to be involved with the youth and children's lives.

I take my prayer life very seriously. I pray twice a day, and I pay special attention to taking time in each prayer to think about the needs of the parishioners and the children of St. Andrew's, and how I can best pray for them.

Recruit, support, and regularly communicate with volunteers for children and youth

ministry, in partnership with the Rector and the Youth Ministry Commission.

The Youth Commission and I met on April 15th to discuss the youth-led worship, SNBS, and upcoming events.

The Sundays at St. Andrew's volunteers and I continue to stay in consistent communication through meetings, emails, and text messages to stay on the same page for meeting times, activities, and extra details of the evenings.

SNBS volunteers and I have started meeting to plan this year's program. Find more information below. Our last meeting was on April 26th to discuss the general outline of the program.

Coordinate with formation leaders, Youth Ministry Commission members, and the rector on curriculum, and attend staff meetings.

I attended Staff Meeting on Tuesdays at 2:30 and other times as needed.

Rev. June and I have periodic meetings to discuss programming details and curriculum and service components that I am involved with, like the Youth-led events, retreat, discernment, or leading zoom. Our last meeting was on April 26th.

Communicate program information and promote its visibility to the participants, nearby parishes and the wider community through multiple channels as appropriate.

I use emails, text chains, and phone calls to reach out to parents and youth to communicate with them about upcoming events. I also make a monthly article for the St. Andrew's Carillon.

One-on-one communication works the best, and each person responds differently to emails, texts and calls. I have also asked for help from members of the youth commission to be reaching out to participants as well. This especially has become invaluable to the communication of youth details.

Maintain documentation and records for ministry programs and events.

Besides these reports, I also record ministry events and programs via the Carillon and photos which can be found in many mediums, from newsletters to Facebook. I have also started recording Sundays at St. Andrew's in the service record book.

I have also started recording specifically who is at Sundays at St. Andrew's.

I keep all forms that were filled out for any reason involving my ministry here, should I ever need the information on them.

Participate in and encourage children and youth involvement in Diocesan and churchwide programs, including Diocesan Youth ministry, Bellwether Farm, and collaboration on mission trip experiences as available.

I am consistently communicating with churches in our mission area and all over the diocese for ways to plug in and be in community with each other's youth and children's ministries. I have also begun being more involved in the diocesan offices, which I can use to connect the youth to as well.

Assist in development of the budget for children and youth ministry.

The budget for the coming year is planned.

Integrate and support children and youth involvement in parish outreach activities and worship.

With our new format for youth, there will be plenty of opportunities for our older youth to step in as leaders for our younger members and walk with them in fellowship and formation. This is a very exciting opportunity for our teens, as it gives them real-world experience in working in groups and in leadership. One of our former youth is already helping consistently with Sundays and St. Andrew's.

As stated above, the youth-led worship will be on May 31st.

Collaborate with local outreach opportunities for a "Mini-mission Day Camp" or similar experience for children.

The "Mini-mission Day camp" has not been a present ministry at St. Andrew's, but with the Youth Commission there is a greater possibility of creating something similar to this in our church to help our youth reach out to our community. This could be done through the LCUL, Bellwether, or any number of Elyria-based non-profits.

Coordinate a shared parish one-week Vacation Bible School annually.

Sunday Night Bible School this year will be called #WeConnect! This year, we are focused on connections! Connecting with friends, family, our communities, and of course God is incredibly important in our church, so we will be focusing on that during our program. SNBS this year will be on July 12th, 19th, 26th, August 2nd, and 9th. There will be food, games, bible study, music, and a time for us all to meet different community connections within Elyria and