

**St. Andrew's Episcopal Church
Elyria, OH**

Vestry Meeting Minutes July 10, 2024

Present: Rev. June Hardy Dorsey, Karen Hahn, Allison Harris, Amy Kellogg, Kathy Kerber, Amanda Nagy, Jon Quisenberry, Hans Van Wormer, Lindsey Varga, Doug Skladan-Treasurer, Mark Skladan-Music Director

Excused: Judi Hudnutt

Opening Prayer – Rev. June Hardy Dorsey

Call to order: 7:05pm

Kathy Kerber moved to accept the Vestry minutes for June 12, and the audit cover letter, seconded by Lindsey Varga; motion passed.

Treasurer's Report/Finance Report - Doug Skladan

See attached

Reminder that no check requests can be made directly from JIF accounts.

Kathy Kerber moved to accept financial reports for June 2024, seconded by Amy Kellogg; motion passed.

Rector's Report - Rev. June Hardy-Dorsey

See attached. Highlights include:

- Summer office hours which began June 15, are Tuesday-Friday, 9am – 1 pm

June asked the Vestry to brainstorm the following:

- How are you transformed when we gather?
- Why does it matter that we gather?

Senior Warden Report – Kathy Kerber

See attached

- Advised that attending the Pride Event in June was a highlight.
- Safe church email link has been sent to all Vestry so they can complete the training.

Junior Warden Report - Hans VanWormer

- Water stations installation coming along.
- Requesting a quote to paint the downstairs hallway to Ben's office.
- Labyrinth work should begin August 12.
- Large Kitchen – waiting on vent hood system installer for start date.

Commission Reports

Worship – See Rector's report, Jazz Mass on July 21 and Guitar Service on 7/28

RMC – Amy Kellogg thanked everyone for providing their budget request on time.

CDC – See report attached (on same page as Sr. Warden report)

Youth – See report attached

Old Business

Hans VanWormer moved to transfer \$36,000 from GWF account 31903 to Huntington for 2024 church-wide AV upgrades, seconded by Jon Quisenberry, discussion followed, Amy Kellogg asked that the contract include mutual approval of the cabinet placement, name brand of the PTZ camera and provide copies of the operation manuals; motion passed.

New Business

Kathy Kerber moved to approve parish life \$700 over budget for 2024, seconded by Hans VanWormer; motion passed

Kathy Kerber moved to authorize Amy Kellogg to negotiate and finalize the contract with vendor, AEP, for electricity rate, seconded by Hans VanWormer; motion passed with one abstention.

Hans VanWormer moved to authorize the treasurer to transfer funds to the youth minister account as needed through the end of the year, up to \$9,793, from JIF, seconded by Amy Kellogg; motion passed.

Closing prayer – Kathy

Kathy Kerber moved to adjourn, seconded by Allisson Harris; motion passed.

Respectfully submitted,
Jane McDonald
Substitute Vestry Clerk

The Rector's Report to the Vestry for the July 10, 2024 Meeting

Worship is the heartbeat of mission and ministry through St. Andrew's. We continue to gather in three formats on Sunday mornings and are reminded of our unity as a parish, in our faithfulness in worship. In prayers, scripture reading, song, silence and exploring Bible messages through the sermon, we put our attention on God and discern God's presence in our corporate and personal lives. Mark Skladan, Director of Music, with support from me, selects music that offers meaning in conjunction with the worship themes of the day. In addition to the regular Sunday and mid-week worship offerings, in June we participated in the "Love Always" Episcopal Revival led by Bishop Michael Curry via livestream and heard a post-General Convention "dialogue sermon" from Sarah Schuster at the June 30 10:30 am service.

Intergenerational Pilgrimage to General Convention Sarah Schuster and I represented St. Andrew's in this pilgrimage. We were a part of the eight person pilgrimage representing four parishes in our diocese. Highlights were shared in the July 2024 Carillon newsletter as well as at the June 30 worship services. Especially meaningful was the observation of the election of Bishop Sean Rowe to be the 28th Presiding Bishop of the Episcopal Church and the field trip to St. George's Episcopal Church in the inner city of Louisville. I am grateful for the support St. Andrew's provided for this endeavor. It will allow us to connect with the wider church as we move forward.

Neighborhood Alliance Gift (\$50,000 from Wassermann Community Outreach will be presented to by Greg Hebble (chair of Congregational Development Commission) and me on July 10 at a press conference held at Neighborhood Alliance. This is happening at the recommendation of the Neighborhood Alliance Director of Development as their practice for historic gifts and will involve media from Lorain County.

Staff Supervision continues to be a priority as we seek to clarify and evaluate job descriptions for each of the parish staff positions. The goal is to have these completed by mid-September.

The Episcopal Church of Lorain County (Christ Church, Oberlin and St. Andrew's, Elyria had an Episcopal presence at the Lorain County Pride Festival on June 29 from Noon to 4 pm in Hale Gymnasium, Oberlin, sharing the message of "God Loves You, No exceptions." When many churches do not offer this message to the LGBTQ+ community, it is especially important for us to do so. I assisted Father Andy McQuery with the funeral of Alison Ricker on June 22 at Christ Church. Later in the year we will have an Episcopal Church of Lorain County volunteer day at the Second Harvest Food Bank. This organization is a partner with all three churches and is vital to our respective ministries of sharing meals and food in our communities. The date is TBD but the tasks will be a) helping to sort and pack food boxes for distribution and/or b) staffing a mobile food distribution in a community in Lorain County. Once a date has

been determined, volunteers will be recruited and we will have a day of working and serving together as the Episcopal Church of Lorain County.

Strategic Plan Next Steps A parishwide Open Conversation took place on June 30 immediately following the 10:30 am worship service to help with the discernment process in formulating the next Strategic Plan. Similar “open conversations” were held at the 8:30 am and Zoom services on the same day to ensure that the voices of all three gatherings were gathered. Trusting that the Holy Spirit will speak to and in and with us when we listen, we engaged in such questions as: Who are we as a church today? Who do we believe we are being called to be? Where are we being called to go? What are we being called to do?

Intergenerational Pilgrimage to General Convention St. Andrew’s will have two participants in this endeavor, Sarah Schuster and myself. Because the nature of the event has shifted to an intergenerational adult event, I would like to request that the St. Andrew’s funding for support of this event come from 20110 Outreach/Inreach instead of 20149 Children or Youth Projects. Each participant is paying \$200 with subsidy from the Diocese and St. Andrew’s. We will travel, pray, participate in General Convention and include St. Andrew’s as we report back to the church about the worship, business and education of this triennial event.

Administration and Communication in depth examination of expenses to assure that the proper budget categories were being charged, working on Google Phone and changing category of PayPal to that of a registered charity. This allows Paypal to use the church’s information for identification and allows individuals who have graciously allowed their identification to be used to have those removed from the account.

Rector’s Vacation, Professional Development and Continuing Education

1. Contemplative Quiet Retreat at Jesuit Retreat Center Parma, Ohio July 12-19 (7 days including 1 Sunday. The Rev. Christopher Hofer will be the supply priest for all three services on July 14. A Diocesan Continuing Education Grant is helping to fund this retreat.)
3. Vacation - July 3-6 (2 days with no Sundays), July 22-Aug.2 (8 days including 1 Sunday. Harry Finkbone will lead Morning Prayer for all three services.)

Respectfully submitted,
The Rev. June Hardy Dorsey, Rector. 7-5-24

ST. ANDREW’S EPISCOPAL CHURCH

Finance Report for June, 2024 by Doug Skladan – Treasurer

The purpose of this report is to provide some clarity and identify significant changes or transactions affecting this month's financials and Cash Flow also some comparison to 2023.

Statement of Revenue and Expense by Budget

Revenue

40100 Pledge Income – Slightly below the monthly budget but ahead \$7,400 for the year. YTD is \$415 greater than 2023

40200 Non-Pledge, Plate – About \$900 under budget for the month. YTD is \$1,850 greater than 2023.

Total Operating Income - \$21,011 vs a budget of \$21,659. YTD is \$143,317 compared to a budget of \$129,956. The YTD in 2023 was \$136,677.

Expense

50120 Building and Grounds General – Paid Esser \$600 to replace the boiler controller. \$325 paid to Midwest Siding for gutter repair. YTD is \$5,346 compared to \$6,491 in 2023.

Mission – Assessment and Outreach under budget by \$850.

Tech Support – Go Daddy renewal and Email Essential \$214.83 and Spectrum \$117.80.

Programs – Under budget by \$400 for the month. Over budget by \$1,500 for the year primarily from Parish Life.

Clergy Expense – Over budget for the month by \$375 from Professional Development for General Convention Ministry and Travel and Jesuit Retreat, The Clergy account is about \$700 over for the year. \$1,730 greater than last year.

50551 Sexton Wages – Under budget by \$195. Summer Janitor work was \$555.

The total expenses were \$25,208 vs. budget of \$26,983.

This month we experienced a small loss but we are still \$10,968 over budget for the year.

Statement of Financial Position (Balance Sheet)

10020 Huntington Checking – The account increased primarily from the following transactions; \$30,000 anonymous donation for the Youth Ministry Fund which will be transferred to the JIF in July, \$66,478 from JIF for the Labyrinth, and \$10,500 from JIF for the Drinking Fountain Project.

20110 Oberlin Gift – Outreach/Programs – Rev. June expense for General Convention and Ministry and Travel \$800.

20142 Organ Restoration – Received from JIF \$8,000 to provide funds for the check written to Leek Pipe Organ Co.

20150 Youth Director – Account needs funds from existing JIF 315-03 Youth Ministry account 31800 for remainder of the year. \$9,793.

Wassermann Money Market Fund interest allocation for April and May –

31901 Outreach Community	\$1,301
31902 Outreach/Inreach	\$1,954
31903 Capital Projects	\$4,419
31904 Reserve	<u>\$5,203</u>
	\$12,877

Our Equity has increased over 2023 because of the receipts of the Wassermann gift, Organ Restoration donations and Youth Ministry donation.

Reminder - Checks cannot be written out of the JIF Accounts. Money must first be transferred to Huntington.

Senior Warden Report
July 7, 2024

Safe Church Policy Progress

Collaborated with Jesse Varner to create Safe Church training data spreadsheet to track certification dates and expirations. System will trigger alert to system administrator and the certificate holder of need to renewal.

Better Together: Oberlin Pride Celebration- see rector's report.

Andy's Players presents the group's first murder mystery dinner July 27 at 6 pm. St. Andrew's new theater group is suggesting a \$15 donation. This is not a fund raising event as indicated in initial announcements.

Congregational Development Report July 7, 2024

The CDC met June 25, 2024. The committee reviewed the expenditures associated with programs/activities provided in 2023 and early 2024. A 2025 budget was prepared for submission to the RMC on July 1, 2024. The budget proposal included an inflation adjustment as well as support for growth of Parish Life activities.

RMC meeting July 3, 2024

Present: Amy Kellogg, Kathy Kerber, Jane McDonald, Gary Pressnell, Amanda Nagy, Doug Skladan, Jean Hays. Absent: June Dorsey, Bill Taylor, Karl Kirk, Matt Skladan

Agenda

1. Review & finalize stewardship expenses and RMC budget request for 2025
 - A. \$300 Fall 2025 Stewardship drive. (Nagy). Stewardship spent \$273 in 2023; budgeted \$250
 - B. \$50 for Fall 2025 Money Matters workshop. No lunch, just \$50 worth of snacks and drinks.
 - C. RMC budget request for FY25 = \$350

NB: We need to be sure we can afford to offer another Money Matters workshop in the fall of 2024 since it was not in our budget.

2. Review Commission budget requests (Doug)
 - Each tab on the 3July2024 Budget draft contains the requests. Still waiting for a request from B&G; Amy said she would follow-up.
 - Reviewed each request. There were questions about several requests. Decided we would not ask questions or suggest reductions at this time but wait for the results of the pledge campaign (Nov. 2024).
 - i. Worship
 - ii. CDC
 - iii. Youth
 - iv. Music
 - v. Rector
 - vi. B&G (outstanding)
 - Barb agreed to thank each commission / unit chair for helping us by submitting their figures on time. She will also offer to answer questions or RMC feedback before that time.

3. Concerns about over spending the 2024 budget (Doug, Jane)
 - Kathy's work with the CDC addressed a big part of this concern:

The CDC is overbudget in 2024, so Kathy and the CDC reviewed 2024 (and 2023?) actual spending as a baseline for their 2025 request, then added 5% for inflation.
 - Discussion about the meaning of "inreach."

Is inreach emergency funds for parishoners? Or does it mean strengthening the congregation through fellowship, Christian formation, and pastoral care? Given the confusion perhaps we should avoid "inreach" and call this money "emergency funds [for parishoners]." We would use "parish life" or "congregational development" instead of inreach as well?

4. Create 1st draft of 2025 budget

Postponed until August meeting. In preparation for that meeting Barb will add a column with our year-to-date spending for the first half of 2024 (Jan. – June). This will help us gauge what figures to use for the 2025 budget. This expanded budget will be distributed before the August meeting so everyone will have time to absorb the information.

 - Amy has been looking into our contract for electricity; our costs will go up in 2025.

June 2024 Youth Report
By Ben Holcomb

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

Attended 10:30 services on June 2nd and 16th and was out of town on June 30th. 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 June 4th and 26th.

Cub scout troop 3110 will be taking summer off, and will return with the school year.

Stepped in for June to officiate Morning Prayer on Wednesday, June 26th.

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

Thursday evening's youth group is concluded for the summer, and I am taking the summer to plan up a new way to have regular meetings with the youth and children of this church with the help of the youth commission. We are working on a way to have regular meetings not just with the teens, but also with all the children of St. Andrew's. More information will come as we continue to plan through the summer.

In my work to minister effectively to the youth and children of St. Andrew's, I also renewed my Safe Church registration on June 12th.

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.

I put my prayer to use as well by praying for the campers of Bellwether Farm during my time as chaplain for the camp from June 16th-21st. I spent time in daily prayer with campers, counselors, and myself during this week.

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 June 13th to make the budget for the coming year and create our tentative calendar for the rest of 2024 and all of 2025's events for youth. The calendar can be found on the church's website.

We have continued to have volunteer meetings for this year's Sunday Night Bible School. Our volunteers continue to grow, and we continue on a good path of planning the program and gathering interest for participation and attendance. The schedule for meetings are July 9th, 23rd, and 30th all at 4:00pm.

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

Attended Staff Meeting every Tuesday at 9:30am.

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 service, or leading zoom.

Communicate program information and promote its visibility to the participants, nearby parishes and the wider community through multiple channels as appropriate. Maintain documentation and records for ministry programs and events.

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.

I use so many forms of communication because everyone communicates differently. Some people respond better to a phone call, while others like texts, while still others prefer emails. It is much easier to know how to reach out to a person or group of people if I know which way they prefer to be reached.

I am currently talking with Fr. Andy McQuery at Christ Church Oberlin and Fr. Seth Wymer at Grace Sandusky as well as Rev. June about connecting our youth with other churches in many different ways. Most notable will be SNBS, which I am working on connecting the churches in our entire mission area to.

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.

Currently, I am making a rather large push for our children and youth to go to Bellwether Summer Camp this year. I am doing this by reaching out to parents and children who have been part of the camp before, and those who might benefit from such an experience.

This month, from June 16th-21st, I was at Bellwether Farm acting as Chaplain for a week at camp. While I was there, I had the opportunity to meet kids and teens from all over our Diocese and our state. It was a pleasure to work with everyone and a blessing to be there. I spent time in the ministry of presence for the kids, teens, and counselors for the week, I also led bedtime prayers every night and made time to have one-on-one conversations with the counselors. I also made sure to be present with campers who needed more attention and formation.

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

In our last meeting, the youth ministry and I made the tentative calendar for 2025 and the budget for it as well. The budget has been sent to the treasurer for review.

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

It is my hope that I will have youth participation in a few different ministries in the coming months. First, I am working on inviting our older youth to help out with Community Meals hospitality. This will allow them to help St. Andrew's in ministering to the people of our community and giving to them in a very meaningful way. This is an incredibly powerful ministry that the youth of our church would do well with being a part of.

I will also be having youth help with SNBS this year. I am working on getting flyers out to community organizations that work with kids and youth to welcome them to our Bible School this year. My hope is that many of our older youth will be present to help as volunteers.

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.

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

Meetings for our Sunday Night Bible School continue to be successful and productive. Many families have been committed to coming to some, if not all, of the Bible School nights. This new format will also work as a barometer for how other youth-based ministries could fare on Sunday nights.

I have applied to three sources for grants; the diocese, the NCMAC council, and Lorain County Community Foundation. Unfortunately, we did not receive the grant for LCCF, but I have yet to hear back from the others, and am more confident in receiving grants from the remaining sources.