

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

**Minutes of Vestry Meeting August 13, 2025**

Present: Rev. June Hardy Dorsey, Harry Finkbone, Allison Harris, Bill Hebble, Judi Hudnutt, Amy Kellogg, Kathy Kerber, Deb Schwan, Hans VanWormer, Lindsey Varga, Doug Skladan-Treasurer

Call to Order 7:09pm

Judi Hudnutt moved to accept the Vestry minutes for July 9, 2025, seconded by Deb Schwan; motion passed.

Correspondence: Thank you from Urban League (See Archive)

Harry Finkbone – Meeting devotional

Treasurer's Report/Financials – Doug Skladan  
See attached

Bill Hebble moved to accept financial reports for July 2025 for audit, seconded by Kathy Kerber; motion passed.

Rector's Report – Rev. June Hardy Dorsey  
See attached

- Sunday at the 10:30am service music was provided by the Jeff Meyers Trio for our annual Jazz Mass.
- Our retreat this weekend is another example of putting our Strategic Plan front and center. We have 37 attendees.
- Grateful for the hard work of the finance team that participated as the hiring team for our potential new bookkeeper, (vote in New Business).
- Our UTO campaign was launched both at our Sunday Bible School and during services to the whole church.
- Our prayer services for the Retreat will come from the New Zealand Prayer Book.

Sr. Warden Report – Kathy Kerber  
See attached

- The CDC is in the preliminary stages of planning a newcomer's lunch.
- The Fundraising Policy discussion is deferred until the September meeting.

Jr. Warden Report – Hans VanWormer  
See attached

- It is estimated we will need 4 more weeks to complete the kitchen remodel.
- Chime Master was called to determine why the Carillon stopped working. They found a bad generator coil. They will return with the part and install.

### Commission Reports

Worship – see Rev. June's report.

RMC – see attached.

CDC – see attached.

Youth Report – See attached.

### Old Business

Kathy Kerber moved to confirm that on June 21, 2025, via E-Vote, Vestry approved the authorization for the Treasurer to transfer \$6000 from JIF 315-10 GWF 31901 Community Outreach to Huntington #20128 Outreach Community for support of AGAPE Youth Choir. All 9 Vestry members participated in the E-vote and voted yes to approve this authorization, seconded by Hans VanWormer; motion passed.

### New Business

Kathy Kerber moved to authorize the Treasurer to transfer \$2593.73 from #31200 JIF Special Projects 315-01, to Huntington #50120 Building and Grounds for reimbursement of expenditures for emergency repair of leaking air conditioning units, seconded by Hans VanWormer. Kathy amended the motion to transfer from #31200 · JIF Special Projects 315-01 to Huntington #21182 Building and Grounds General, seconded by Hans VanWormer; motion passed.

Rev. June provided information regarding the candidate identified to fill the position of bookkeeper and asked Vestry to authorize the hire.

Amy Kellogg moved to accept the candidate recommendation and to authorize the hiring of Beth Gray as the new bookkeeper, seconded by Hans VanWormer; motion passed.

Deb Schwan moved to authorize the Rector to extend services of the current bookkeeper through early 2026 to facilitate the orientation of the new bookkeeper with funding provided from the Tech Support Account #50370 for 2025, which is under budget, and funded for 2026 by including in the 2026 budget, seconded by Judi Hudnutt; motion passed.

Hans VanWormer moved to transfer \$770 from Oberlin Outreach #20110 to Parish Retreat #20162 to fund scholarships for the 2025 Parish Retreat at Bellwether, seconded by Allison Harris. Discussion followed; motion passed.

Hans VanWormer moved to discontinue use of all Styrofoam products and begin purchasing/using biodegradable products including cups, to-go containers, straws, etc., once the current supply is exhausted, seconded by Bill Hebble; motion passed.

Hans moved to accept the proposal from Go Green Landscaping for maintenance of the Labyrinth, seconded by Bill Hebble. Discussion followed. Motion tabled to clarify language of contract.

Hans VanWormer moved to enter into a contract with Freeman Nuisance Animal Removal and Remedy for the removal of bats from the building and structural repairs to prevent re-entry provided a warranty is included, seconded by Judi Hudnutt; discussion followed. Motion passed.

Hans VanWormer moved to pay \$1640.04 for water filters and installation from account #21182 Special Projects - OTHER, which includes installation labor, 6 total replacement filters; 3 for current replacement and 3 for future replacement. (Future installation will be managed in-house), seconded by Allison Harris; discussion followed. Motion passed.

Hans VanWormer explained about the need to update the small kitchen due to age, current needs and recent A/C unit leaks that have damaged the flooring.

Hans VanWormer moved to purchase new countertops from Attractive Kitchens and Floors at a cost of \$1513.85 to be transferred from account #31200 JIF Special Projects (315-01) to Huntington account #21182 Special Projects - OTHER, seconded by Judi Hudnutt; motion passed.

Amy Kellogg moved to transfer \$10,000 from account #31700 JIF Sylvia Taylor Fund (315-04) to Huntington checking account per the 2025 Budget approved plan to continue to pay operating expenses from the Sylvia Taylor Fund, seconded by Judi Hudnutt; motion passed.

Closing Prayer – Lindsey Varga

Lindsey Varga moved to adjourn, seconded by Hans VanWormer; motion passed.

Next Vestry meeting is Wednesday, September 10, 2025 on Zoom

Submitted by  
Myki VanWormer  
Vestry Clerk 2025

## Rector's Report for Aug. 13, 2025 Vestry Meeting

**Worship** continues to be the grounding for mission and ministry at St. Andrew's. The pattern of three services on Sunday with one regular mid-week service on Zoom and the addition of seasonal mid-week and Sunday night services has become established and offers multiple points of access across the calendar. This is an expression of the strategic plan goal of "Provide more opportunities to come together in celebration, prayer, and gratitude." On July 13 we had a regular said Holy Eucharist Service at 8:30 am and then joined Christ Church, Oberlin and Church of the Redeemer, Lorain for a Joint Worship Service at one of the Urban Farms in Lorain. On July 20, The Rev. Sally Goodall was our guest Celebrant and Preacher as she provided supply ministry while I was away on a Silent Retreat. On July 27, Deacon Jane Trager led Morning Prayer and preached. A Jazz Mass will be held on Aug. 10 at the 10:30 am service. Worship at the Worship Barn will be a part of the Annual Parish Retreat at Bellwether Farm. For most of the summer we are using the Enriching Our Worship Holy Eucharist service for both the 8:30 am and the 10:30 am services. We are also exploring a special visit from Canon Audra Abt in the fall and we will have one service where she will preach. A teaching luncheon will follow this service.

The Worship Commission (Ellen Otis, Cathy Whalen, Jane McDonald, Mark Skladan, Harry Finkbone, Jesse Varner-Palermo, Ben Holcomb and The Rev. June Hardy Dorsey) meets regularly to discern and plan for worship at St. Andrew's. At the August meeting we discussed the UTO Ingathering Worship on Aug. 31, the Harvest Altar and food collection before Thanksgiving and the resuming of the mid-week Quiet Contemplative Service for Advent.

We also decided upon the pattern of one in person service which will be livestreamed for many of the "high holy days" including All Saints Sunday (Nov. 2), Palm Sunday, Easter Day, Pentecost.

In late 2025 and 2026 the Episcopal Church in Lorain County will be joining for Lessons and Carols at St. Andrew's, the Easter Vigil at Christ Church, Oberlin and Summer Outdoor Worship and Picnic at one of the Urban Farms in Lorain. (See Formation for another joint initiative.)

**Outreach** Community Meals continues to be a vibrant outreach ministry with St. Andrew's hosting 6 meals a month in collaboration with our partner churches. We continue to be grateful for the hospitality of the First United Methodist Church for lending us their kitchen while our kitchen is being renovated. A Community Meals Volunteer meeting with our partner churches will be held in Oct. where we will discuss the possibility of serving meals indoors again.

I participated in a Lorain County Urban League meeting on July 8 and learned that this community partner continues to need and value our support. Parish Smith, the CEO of Urban League asked for “accomplices rather than allies” who would take active steps to join in the work that the Urban League is doing to combat racism and lift up the marginalized through education and empowerment. She named St. Andrew's as an example of this kind of collaboration and spoke about the growing needs for this to continue.

The CDC recommended to the Vestry, which responded with an e-vote in July, to support the Agape Youth Choir with a \$6000 contribution towards the Youth Conference which is also the in its 25<sup>th</sup> year of existence this year. This is the beginning of a partnership with them in their mission of worship arts and music opportunities for youth in the larger community. In 2026, St. Andrew's will be the site of the conference. On Oct. 12 at 2 pm I will attend (and invite anyone who would like to join me) the Conference Performance for this year's Agape Youth Choir Conference.

I'm Possible Game Group will begin meeting regularly at St. Andrew's as a place for accessible gaming and fellowship.

Ms. Paulette Barnes, director of the Agape Youth Choir and I are being interviewed on the WOBL Radio Show “Hometown Voices”, hosted by Russ Van Wormer on Aug. 12 at 7 pm. We hope to highlight our new partnership with this organization and share about St. Andrew's commitment to support organizations making an impact on our community.

**Formation** Sunday Night Bible School – I have attended and am assisting with the adult formation program as well as creating and making arrangements for the “Mission Moments” education and formation about the United Thank Offering (UTO) which has been introduced through the Sunday Night Bible School emphasis on water. Many UTO projects through the years have been in support of clean, safe water, worldwide.

Sundays at St. Andrew's -While Ben Holcomb is out on Parental Leave, Ellen Otis and I will lead a program with a Focus on the Liturgical Arts and Worship with sessions on Sept 21 and Oct. 19 and a session connecting Sunday Night Bible School with the Oct. 5 (Blessing of the Animals) in conjunction with the Feast of St. Francis.

Looking ahead, the Episcopal Church in Lorain County will have a joint Book Study “All Read” (book to be determined) during Advent with in person meetings on Dec. 3 and 17 and a Zoom gathering on Dec. 10.

**Fellowship Events** Parish Retreat Aug. 15 and 16-We have 38 people registered for the Parish Retreat. Based on the July 2025 Statement of Financial Position, an additional \$1331 is needed to cover all of the scholarships. (29 individuals requested partial or full

scholarships.) There are funds in the Rector's Discretionary Fund to cover this expense and I also would like for the Vestry to discuss if you would like to use other funds for this purpose. I have some suggestions if you would like to explore this avenue.

**Pastoral Care** Home Communion, hospital visits, phone calls, texts and emails. Deb Schwan continues to provide pastoral visits and contacts as part of her Vestry ministry.

**Personnel Oversight** Bookkeeper – in conjunction with the Treasurer a recommendation is made to hire Beth Gray as an independent contractor to be the Bookkeeper with arrangements made for robust onboarding and training by Karen Ennes.

Respectfully submitted,

The Rev. June Hardy Dorsey, Rector

8-9-25

## **St. Andrew's Episcopal Church**

### **Finance Report for July, 2025 by Doug Skladan – Treasurer Statement of Revenue and Expense by Budget**

**40100 Pledge Income – Under budget by \$6,500. YTD is over budget by \$1,500.**

**40200 Non-Pledge, Plate – Actual was \$503. A correction was made to the YTD for \$3,474. It had been posted to Pledge Income.**

**40450 Misc. Income – Fraud refund received \$322.92**

#### **Expense**

**Facilities were under budget because of low maintenance and contracts cost. We paid \$295.81 for the sewer assessment.**

**Mission is under budget. The cost for Live Stream was \$375.**

**Office/Admin expense was low as there was no professional service or postage cost.**

**Programs were \$400 under budget and \$2,200 YTD.**

***Total income was \$25,168, budget \$29,498 and Total Expense was \$26,222 budget \$29,493. Monthly loss of \$1,053 and the YTD is \$1,595.***

#### **Statement of Financial Position**

**10020 Huntington Checking – We have an operating balance of about \$17,111. We should consider transferring \$10,000 from the Sylvia Taylor Account.**

**20128 Outreach Community- Spent \$350 on back packs and school supplies. Received \$500 from the JIF.**

**20138 Choral Scholars, Musicians – Received the \$500 from the JIF Frazier Fund.**

**20161 Freedge – Purchased \$392.25.**

**20162 Church Retreat - \$490 deposits.**

**21101 Pending receipt from the JIF - Motion: Authorize Treasure to transfer \$6000 from JIF 315-10 GWF 31901 Community Outreach to Huntington # 20128 Outreach Community.**

***Rauh Funds reconciled thru June. Increase of \$10,147.***

**Joint Investment Fund- June 2025**

Interest income was 2,260 and 4.2% for the Balanced fund and the Market Value increased \$18,811.

The Money Market GWF income was \$1,925 or 3.5%. Perhaps we should consider moving the Reserve to the Balanced Fund?



Senior Warden Report  
August 2025

July E Vote Summary: On June 21, 2025 Vestry approved to authorize the Treasurer to transfer \$6000.00 from JIF-10 GWF 31901 Community Outreach to Huntington #20128 Outreach Community for support of AGAPE Youth Choir. Voting was done by Vote. All 9 Vestry members participated and voted yes to approve this authorization.

Environmental Stewardship: Michelle Van Wormer has recommended the Parish stop the purchase and use of styrofoam cups/products. Paper products are available that meet requirements for hot beverages/food.

Fundraising Policy with additional revisions sent to Vestry for review.

2026 Budget process underway. Congregational Development Commission did not request an increase for 2026 but made adjustments for some programs.

Congregational Development Commission

CDC voted to award \$6000 to AGAPE Youth Choir (Lorain) in support of the annual conference.

CDC voted to donate \$350 for school supplies to be distributed at the Urban League Block Party August 9, 2025.

A Newcomer's Lunch is in the planning stage for this Fall.

CDC will request the same level of funding for 2026 as 2025.

08/13/25

## Jr. Warden Report

Both the office and lounge air conditioning units were leaking water extensively. Allen Refrigeration responded and it was learned that the drain pans in both units had failed. Parts were ordered and drain pans were replaced and units are now working. The office A/C leak caused a couple of ceiling tiles in the lounge to become saturated and they fell. New tiles from a stock we have will be inserted to replace the damaged tiles.

NOTE: The repair cost to the A/C units cost \$2593.73. It was paid from B&G Maintenance account.  
See New Business

Old cracked and breaking flooring was removed from the little kitchen floor. New flooring will be installed in the next two weeks. Also, kitchen cabinets are being realigned as we look to make this space more functional and user friendly. The stove has been removed and the refrigerator will be moved to the space formerly occupied by the stove.

Esser Plumbing has replaced the filters in the water filling stations. I received a tutorial on how to change them in house. Extra filters were purchased for stock.

Kitchen Reno; Gidich (hood people) are putting finishing touches on the hood project and expect final inspection this week.

Jeff and I learned that a permit is required to repair the plaster ceiling portion that was removed during construction. We will work with the architect (city requirement) and as soon as plans are approved, TW Plasterer of Elyria (commercial firm licensed with the city) (also a requirement) will repair the ceiling and close the chase in the second-floor classroom that the exhaust duct travels through.

As most people know, we have had a minor bat issue for several years since coming back from Covid. Recently however they have become more active and are becoming a health and safety risk. Freeman Nuisance Removal Co. came to the church on Thursday and surveyed the issue and will recommend abatement of the bats. They capture the bats and rehome them in rural area. I am awaiting a quote and timeline for the work.

The 2 old commercial ranges have been sold for \$300 and \$500 respectively and these funds were deposited into the kitchen renovation account.

Respectfully,

Hans Van Wormer  
Jr. Warden

NEW BUSINESS ITEM: I make motion to transfer \$2593.73 from JIF Special Projects Fund#315-01 to Huntington Checking Acct. to refund to Building and Grounds Maintenance Acct. as this was a major expenditure and outside normal building maintenance.

## Resource Management Commission Meeting, August 6, 2025

Members: 5

Barbara Prior (+), Jean Hays (+)

Amy Kellogg (+), Karl Kirk (x)

Gary Pressnell (+), Matt Skladan (x)

Also invited: 2

Bill Taylor, Sexton (x)

Jane McDonald, Asst. Treasurer (x)

Ex-Officio members: 3

June Dorsey, Rector (+)

Doug Skladan, Treasurer (+)

Kathy Kerber, Sr. Warden (+)

+ present; x absent

### 1) Stewardship update (Amy / Jean)

["Tell out my soul"](#) published by The Episcopal Network for Stewardship (TEMS). Cost = FREE!

They are working on the letter and lining up people to speak at the Sunday services.

### 2) Budgets

#### a) 2025 Budget update (Doug)

Attached:

- June 2025 Treasurer's report
- June Statement of Revenue & Expenses (edited, 3 pages)

Concerned that pledges are several thousand below budget; first time in a very long time that that's happened.

Total we spend on all contracts is \$5,700 year to date (through July).

Ask Hans if Romco (the company that oversees fire extinguishers etc.) will be contracted to keep the new range hood safe.

#### b) 2026 Budget line by line review (Barb)

Both gas and electric utilities will increase a lot in 2025 / 2026 (see 2026 budget lines 50140 & 50150)

Utility bills filed in the Treasurer's office by year. Amy does contract negotiation.

Attached:

- 2026 budget (6Aug2025 draft)

July 2025 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 July 6th, 20th, and 27th. I also attended and helped lead the three-parish outdoor worship service in Lorain on July 13th.

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. We had a number of visitors this month because of Easter that I made a point to greet and welcome.

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 July 2nd.

Cub scout troop 3110 is not meeting during the summer.

**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. The intergenerational trip to cedar point had none people sign up, but due to weather only two of us went. We still had a blast, and the park was basically ours!

Sunday Night Bible School started on July 13th, and has proven to me once again that programs like these thrive with people of all ages. See more below.

There were no events this month due to SNBS.

**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 June 26th to discuss SNBS and the summer schedule. We will be meeting shortly to discuss and outline the budget for the 2026 program year.

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.

Now that SNBS has started, the volunteers and I do not have meetings, but I check in with them all every Sunday to make sure we're all on the same page, and see if they need any support.

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

I attended Staff Meeting on Wednesdays at 10:00am 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.

**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.

I have been reaching out to parents at least once a week, sometimes more than that, about SNBS. 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.**

As summer fast approaches, my goals once again turn to recruiting kids and advertising for Bellwether Summer Camp. I am a 100% supporter of this ministry, and I try my best for as many of our youth and children as possible to attend.

I had the honor of being the chaplain at Bellwether Farm this month during the weeks of July 15th and 22nd. I had such an amazing time doing ministry at camp, playing with the kids (maybe a little too much, if my torn hamstring has anything to say about it), leading them in

worship, and helping where it is needed most. This is always a highlight of my year. I look forward to working with Bellwether year-round, and I am blessed every time I'm there. I'm incredibly thankful for Stratt Byers, the Director of Bellwether Farm and Lilly Chadwick, the interim summer camp director for making such a great program for the campers to have fun, formation, and information this summer.

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

The budget for the coming year will be completed closer to the end of summer.

**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.

**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.**

As I said above, SNBS has started, and I believe we have another resounding success. I am so amazed at how willing everybody is to come together to play, sing, and learn together as one church. We have people from all ages come to be a part of this program, and we are averaging about 20 people per Sunday. The kids have a great time with the Bible stories, crafts, and games, and the adults have a great time in formation as one group. However, my true love of this program happens when we're all together. Together, we sing and dance and eat all as one people, and I am surprised every time at almost every single adult dancing and grooving right next to the kids, and the kids having deep conversation during meal times with the adults. This, siblings in faith, is the meaning of the church.

Sundays at St. Andrew's will begin again in September.