

St. Andrew's Episcopal Church
Elyria, OH

Minutes of Vestry Meeting November 8, 2023

Present: Rev. June Hardy Dorsey, Celeste Brlas, Allison Harris, Judi Hudnutt, Amy Kellogg, Kathy Kerber, Amanda Nagy, Hans VanWormer

Absent: Jay Snider, Karen Hahn

Guest: Doug Skladan-Treasurer, Jane McDonald-Assistant Treasurer

Call to Order 7:13 pm

Judi Hudnutt moved to accept the Vestry minutes for October 11, seconded by Hans VanWormer; motion passed.

Treasurer's Report/Finance Report - Doug Skladan

See attached

Hans VanWormer moved to accept financial reports for audit, seconded by Amy Kellogg; motion passed.

Clergy Report - Rev. June Hardy-Dorsey

See attached, highlights include:

- Three Parish-wide Town Hall style meetings have been scheduled for Sabbatical/Renewal Reflection.
- A Wasserman Bequest Committee has been formed with Mike Von Gunten serving as facilitator. Members are Jean Hays, Greg Hebble, Glynis Laing, Amy Kellogg, Doug Skladan and Hans Van Wormer.
- Work continues on review of job descriptions with paid staff.
- The Quiet Retreat at Shagbark was a small group and a very rich experience.
- Rev. June also called attention to a miscalculation on her part that resulted in an overspending of the Clergy Professional Development budget. Rev. June will make a donation to cover the overage and asks Vestry members to note that this will be reflected in the November Financials which will be provided at the December Vestry meeting.

Senior Warden Report - Amy Kellogg

- Amy is happy to report that Amanda Nagy will be running for a full Vestry term in 2024 (She is currently serving an unfulfilled term). Other potential candidates are being considered and have been asked.
- December 1, is the deadline to submit the grant for the Water Refill Station
- Current pledges have not met the projected pledge amount in the 2024 proposed budget so cuts will need to be made in the 2024 budget before the December Vestry meeting.
- Vestry members will each be assigned a list of households that have pledged and will be expected to write Thank You notes.
- June dates are being considered for the annual parish Guardians game.
- Amy reminded Vestry that each Vestry member is expected to make a pledge.

Junior Warden Report - Hans VanWormer

- As of today, the Holly Lane resurfacing project by the city looks like they are making good progress.
- Leek started working on the organ Monday, November 6. They advised they will be videotaping the process.
- Backflow preventer tests were completed by Esser Plumbing on November 6.
- On November 17, the donated Steinway piano will be delivered. The moving costs are being covered by a donation.

Commission Reports

Worship Commission – Rev. June advised that the commission has had a meeting and they have done worship planning through most of January. See attached report from Mark Skladan, Music Director.

RMC – Amy reported that there are plans to hold a “Money Matters” meeting in the spring.

Stewardship – Amanda Nagy reported that the fall campaign has now concluded. We have received 33 pledges. There were 6 new pledging units and there is an expectation that 12 – 15 more pledges could be forthcoming.

CDC- Greg Hebble, please see report attached.

New Business

Hans VanWormer moved to transfer \$4500 from the Account #20118 ECW fund to the Account #20138 Choral Scholar fund, seconded by Amanda Nagy; motion passed.

Rev. June reminded Vestry of the “A Night in Japan” from the Clergy Renewal Leave travel to Japan which will also serve as the final program as part of the Clergy and Parish Renewal.

Closing Prayer – Hans VanWormer

Allison Harris moved to adjourn, seconded by Judi Hudnutt; motion passed

Next Vestry meeting, December 13, 2023, 7 pm

Respectfully Submitted,
Myki VanWormer
Vestry Clerk 2023

Worship

The Worship Commission will be meeting Mark Skladan and me on Nov. 7 to plan Advent and Christmas. This year's liturgical calendar has Advent IV and Christmas Eve on the same day. We will plan for this situation at the meeting in a way that provides support for all who are involved in worship preparation. The Commission is still adding members and I hope it will be complete by the Annual Meeting. The purpose of the Worship Commission will be to pray and plan for worship services in the upcoming liturgical seasons. This will include format and schedule for special services, worship leaders (acolytes, EMS, lectors and ushers), communications and publicity as well as discerning any changes or updates that may need to be made.

I have reached out to Bishop Anne for permission to use the Gospel of Luke for St. Andrew's Advent and Christmas Sunday preaching texts. She is considering it but has not yet given permission. We are using the worship theme of "How Can a Weary World Rejoice?" for our overall Advent theme. The Gospel of Luke is the core for this theme but if permission is not granted for Sunday preaching texts from Luke, I will weave the lectionary texts into the theme. We will be offering Advent Devotional booklets, Advent calendars, Star Words and other tools to help us prayerfully and thoughtfully consider the theme.

Beginning in Advent (Dec. 3) we will have a full complement of worship service roles for the 10:30 am service. This includes Ushers, Acolytes, Eucharistic Ministers and Lectors. The offering plate will be passed and the gifts brought forward during the offertory. Please consider serving in a leadership role for this worship service.

I will be taking vacation on Sunday, Nov. 19, Sunday, Dec. 31 and Sunday, Nov. 7. Hans Van Wormer will lead Morning Prayer and preach at all three services on Nov. 19. Ben Holcomb will run the Zoom Powerpoint and Jane McDonald will serve as the co-officiant for the Zoom service. The Rev. Eric Funston will offer supply services for all three services on Jan. 7. Ben Holcomb will run the Zoom Powerpoint and Jane McDonald will serve as the co-officiant for the Zoom service. I have asked The Rev. David Bargetzi to offer supply services for Dec. 31 but he has not yet confirmed his availability. (The Worship Commission will decide the configuration of services for that Sunday, considering that it is New Year's Eve.)

The All Soul's Prayer Service of Remembrance was held on Nov. 2 with 10 in attendance. We prayed for over 75 people whose names had been listed by parish members in the Book of Remembrance. The service is a simple, candlelit contemplative service that is reported to be meaningful by those who attend. Harry Finkbone, Ben Holcomb, Jane McDonald and Bill Taylor served as Lectors for the service.

Formation

The Quiet Day Retreat at Shagbark Haven was held on Oct. 28 with seven parish members and five Oberlin College alumni joining for lunch. These young people have much experience being at Shagbark and were eager to connect with St. Andrew' members who were coming to Shagbark. The event featured a walking tour of Shagbark, (led by Shagbark Tender, Sophie Bransfield), time and space for prayer, meditation, walking, reading and listening. The closing session involved some spoken reflection

about the experience, which was positive, indicating the value of scheduling another event like this in the Winter and/or Spring.

Harry Finkbone will lead a mini-Advent Formation series at 9:30 am on Sundays, Dec. 3 and Dec. 17. The theme and topic will be announced in upcoming publicity.

Hannah Van Wormer Barkhurst has been invited to coordinate the 2024 Intergenerational Formation Events. Kathy Kerber has faithfully served to lead Children's Faith Formation for 25 years and is stepping down from leadership but has offered to continue as a resource and support. We are so grateful for Kathy's faithfulness and commitment through the years.

There will be a regional Confirmation Service in Spring 2024. The location and date are still being determined but this will be a gathering of confirmands, their sponsors and parishes in the North Central Mission Area. A diocesan wide confirmation retreat will take place at Bellwether Farm on March 22 and 23 as further preparation for confirmation. St. Andrew's has a Confirmation Class of three adults and three youth who began meeting in Spring 2023 as part of this preparation.

Commitment to Racial Justice

St. Andrew's Episcopal Church of Elyria, Ohio recognizes that the church, as a body of Christ, has a responsibility to act on behalf of others, especially the marginalized and the oppressed. We vow in our Baptismal Covenant to "seek and serve Christ in all persons" and to "strive for justice and peace among all people, and respect the dignity of every human being." We believe that this includes directly confronting the legacy and reality of racism, both individually and that which is systemic and institutionalized in our society. We must work to end economic, educational, employment, healthcare, housing and other injustices in our own lives, institutions, communities, and the world. To that end, we must be aware and well informed, and thereby better able to determine the actions our faith requires of us – actions that help us to practice justice, love mercy, and walk humbly with God.

Sacred Ground is an Episcopal Church curriculum focused on education and advocacy for racial justice and equity. Since Nov. 2022 a small group of parish members have been studying this curriculum. The study will conclude in late 2023 or 2024. It is my hope that this group will help St. Andrew's consider our next steps in this work. I am discerning whether this will be best done by the appointment of a Commission for Racial Equity and Justice in 2024.

Ministry Focus/Tasks My focus this month has been on:

1. Sermon and service planning for three worship services each Sunday.
2. Planning and leading the All Soul's Service of Remembrance on Nov. 2
3. Arranging for Morning Prayer leaders and/or Supply Clergy on Nov. 19, Dec. 31 and Jan. 7 when I will be taking vacation Sundays.
4. Checking the Worship Bulletin
5. Supporting the Stewardship Campaign
6. Preparation of the Powerpoint Presentation for the Zoom services
7. Writing for the Carillon Newsletter – Rector's letter, Part 2 of Clergy Renewal: Images of Contemplation, Article about praying for the Holy Land
8. Attending the CDC Meeting and RMC Meeting
9. Pastoral Care – 1 Home Communion visits, phone calls, text messages, 2 pastoral visits

10. Community Outreach – Meeting with Urban League, Neighborhood Alliance, Eastern Heights Middle School Drama Club Directors, Elyria Ministerial Association, taking Urban League Youth Outreach Leader, Blake Furcon to Bellwether Farm
11. Mid-week Morning Prayer – Ben Holcomb and Jane MacDonald will continue to lead this ministry at this time. I am so grateful for their leadership and commitment to this service.
12. Diocesan Responsibilities – Attended the Fall Clergy Day on 10-26, Dean of the North Central Mission Area Clergy, Standing Committee, Commission on Ministry, monthly Zoom meeting with Bishop Anne and Diocesan Clergy
13. Arrangements and preparation for Diocesan Convention in November
(I am running to be a General Convention Alternate for the 2024 General Convention)
14. Meeting with area clergy to share about Clergy Renewal Leave
15. Facilitating the Quiet Retreat at Shagbark on Oct. 28 (7 from St. Andrew's, 5 Oberlin College Alumni)
16. Weekly Zoom meetings with Sr. Warden, Amy Kellogg
17. Sustaining practices of study, silence, and prayer
18. Planning to attend the "Seeing the Face of God in Each Other" Anti-Racism training at Trinity Cathedral (Nov. 30-Dec. 1) to fulfill the General Convention requirement for delegates.

Follow up from October 2023 Report to Vestry Formation

Wasserman Bequest Committee has been formed with Mike Von Gunten serving as facilitator. Members are Jean Hays, Greg Hebble, Glynis Laing, Amy Kellogg, Doug Skladan and Hans Van Wormer. to make a recommendation to the Vestry for the use of these funds. Input will be sought from the parish, Commission leaders, the Strategic Plan, community leaders and other parishes that steward large bequests.

Three Parish-wide Town Hall style meetings have been scheduled. (Nov. 29, 7 pm in person in the parish lounge, Dec. 5, 7 pm on Zoom, Dec. 10, Noon in person with lunch in the parish lounge.)

Purpose of the meetings are as follows:

- a) sharing what I learned from sabbatical – in the areas of "Connection, Contemplation and Creativity"
- b) hearing what the parish learned from sabbatical – in the areas of "Connection, Contemplation and Creativity"
- c) discerning together the "what is next" around "Connection, Contemplation and Creativity" and how it ties into and informs St. Andrew's Strategic Plan
- d) hearing ideas about the Wasserman Bequest
(This will be the same meeting in three formats.)

Formation of a Youth Ministry Commission continues. This is a group of 4-6 people to work directly with the Director of Youth and Children's Ministry to support and facilitate the ministry goal of "spiritually preparing the children and youth of our parish and community to live faithfully in an ever-changing world, with a firm grounding in scripture and the Episcopal tradition." This will include scope and sequence of events as well as strategies for ministering with youth and children in and out of our parish.

Regular meetings with program, administrative and building staff to ensure that the tasks set forth in the job descriptions for these positions are being accomplished in a timely, measurable, sustainable, and professional manner.

“A Night in Japan” (Friday, Feb. 9 5:30 to 8 pm.) for sharing photos, stories, food, creative expression of Japanese art and culture from the Clergy Renewal Leave travel to Japan.

Respectfully submitted,
The Rev. June Hardy Dorsey, Rector



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

Revenue and Expense

40100 Pledge Income – Pledges were almost on budget for the month so we are still below budget by \$2,000 for the year.

40200 Non-Pledge, Plate – We dropped to \$3,500 under budget for the year or 29%. In November 2022 we received over \$5,000 which could occur this year.

40630 Income from Rauh Trust – On October 23rd we received the quarterly payment of \$3,686.

40725 Gail Wasserman Gift – Received the final payment of \$125,892.83 from the estate. Total to date is \$975,560.21.

50110 Buildings and Grounds Contracts – The elevator license renewal of \$346.25 was paid.

50120 Building and Grounds General - \$153.75 for the AED Cabinet. \$20.92 Additional sign cost. \$424 for new locks in Parish Hall. \$318.05 Boiler motor rebuild by EMC.

50190 Water/Sewer - \$180 over budget for the month.

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50230 Discretionary – Rector - \$189 over for the year.

50415 Youth Group Expense – \$40.35 for Saint Medals for All Saints Event. \$61.64 for Halloween Party Event.

50440 Parish Life – Transfer expense of \$1,275 from Lilly Grant Congregation for Closing Celebration. Musicians, etc. per Sept. Vestry Meeting.

50465 Worship Commission - \$160 for LIVING CHURCH Year B Music Handbook. \$43.66 for copier overage. *Account continues to be over budget for the year.*

Without the Wasserman gift, the total expenses were \$27, 885.99. The total income was \$26,624.21. The month had a deficit of \$1,261.78.

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Statement of Financial Position

10020 Huntington Checking – A decrease of \$8,940 in the account leaving a balance of \$28,285 for operations.



October 2023 Finance Report

Doug Skladan – Treasurer

10025 Huntington DR Card – There were 12 expense transactions totaling \$1,231.23 and a deposit of \$1,200 from the checking account.

20005 Prepaid PAYPAL FREEDGE Account – Paid out \$227.26.

20128 Outreach General – Gave \$300 in gift cards to support a family.

20138 Choral Scholars - \$240 in donations were received and \$720 was paid out.

**Note; The following two accounts show the final transactions and do not appear as the balance is zero.*

* **20156 Lilly Renewal Grant (Congregation)** - \$1,275.98 of expense transferred to Parish Life. \$950 paid for Pizza Truck.

***20157 Lilly Renewal Grant (Clergy)** - \$3,029.35 Rector Expenses.

21182 Special Projects – other – Paid \$4,039 to Ray Esser & Sons for diagnostics and to replace 3 pumps for the boiler.

31900 JIF G. Wasserman Fund - \$975,560.21 is invested in the JIF Money Market Fund.

Dear Vestry

As you know the choral scholar program has been an exceptional way to supplement our own St Andrew's singers since Lent of last year. We have had some steady donations to keep the program viable through the end of this calendar year. Unfortunately, one of our major benefactors has decided to leave our church and attend church closer to home. We would very much like to continue this program through summer of 2024.

After discussion with Rev June we would request that \$4500 be transferred from the ECW fund to the choral scholar fund. This would fund the program through summer and possibly start seed money for the following year. Note: because of a generous donation of a grand Steinway piano to the church and a donation of the cost of moving the piano we will no longer need the monies approved last month.

We will now have a Steinway grand in the worship space, we will have a grand piano (with a new security lock) that will be in the parish hall and the current sanctuary piano will be used for rehearsals in the choir room.

I am grateful for the support of the vestry with the organ restoration (now underway), upgrade of the pianos and the choral scholar program. We continue to benefit our weekly in person worship with these wonderful donations and your terrific support.

Thank You
Mark Skladan
Director of Music
St Andrew's church

Happening's of the Congregational Development Commission

Outreach Opportunities

As I am writing this, we are in the midst of our stewardship campaign: "Abundant Life". We have heard testimonials about sharing God's abundance over the last several weeks. We are also approaching a time of the year for spiritual reflection and preparation. We will be giving thanks for the abundance that God has blessed us with and praying for hope, peace and good will. As this season of giving approaches, we at St. Andrews will have many outreach opportunities where you can help your neighbor.

Here are the ways that you can help:

We continue to accept donations for the Community "Freedge" (free refrigerator) in the form of monetary donations, food items for the refrigerator and for the pantry. We are shopping for and stocking the "Freedge" on a weekly basis.

We also continue to serve take home meals through our Community Meals Program. St. Andre's serves the fourth Wednesday of each month. We are always looking for volunteers to help package and serve the meals.

A Place to Recover (P2R) Training and Resource Center will be hosting the warming shelter this winter and is looking for donations of personal care products for their guests (ex. wipes, toothbrush, toothpaste, body wash, comb, lip balm, deodorant, shampoo, bandages, etc.). There will be a collection basket at the Church to accept donations.

Big Brothers Big Sisters organization- We will again offer a giving tree with tags that can be taken to sponsor a child and provide a gift for the child.

Also, this year we are collecting new hats, gloves and scarves that will be given to the children. Please note the deadline for donations is November 26.

Please join us in our service to our neighbors this Holiday Season.

Sincerely,
Greg Hebble

October 2023 Youth Report

Youth Meetings:

It has come to my and the youth's attention that weekly meetings on Sunday simply are not seeming to work out anymore. My goal for the next month is to get creative and find ways to interact with and give spiritual growth to the youth of our church and the community beyond. Once the youth commission is fully formed, this will be one of the first things we will face together. I have been thinking and praying on it, and I think it is time to change our structure to something that youth are not only able to attend, but truly want to attend as well.

Youth Halloween Party

The youth had their Halloween party on Saturday, October 28th. There were three adults and four youth at this event. We all had a great time spending time in fellowship, eating pizza, and playing spooky games in the dark. Our events always have good attendance and is one of the things I know the youth look forward to. Time in fellowship, and having place where people feel belonging is an incredibly important ministry.

Working with Cub Scouts:

Starting Nov. 7th, I will start attending den meetings with the Cub Scout Troop 3110 that meets at St. Andrew's. I will be acting as their Chartered Organization Representative (COR), and my main responsibility will be representing our church. My goal is to simply be present and interact with the kids in this troop, and hopefully show them the welcoming atmosphere that St. Andrew's employs.

Personal Interaction with Youth:

Starting this month, I am going to start to make a more concerted effort to spend time with youth *outside* of St. Andrew's. I will be doing this by attending extracurricular activities, performing home visits, and even taking small groups of youth out for coffee or lunch in a public place to talk and catch up. I believe that the church cannot be limited to the building, and in

talking with June I believe it's time to live that belief.

Friendsgiving Nov. 18th

The youth will once again be meeting together for a "Friendsgiving" meal on November 18th from 6:00pm-8:00pm for food and fellowship. I will be asking everyone to bring a side dish, and I will be going to Honey Baked Ham to get our main course. This was a lot of fun last year, and I think the youth will really enjoy this.

Children's Sermons:

In the past, I have mainly focused my children's sermons on the readings of the day, and while I will continue to do so I will be branching out to other subjects. For example, a couple of weeks ago I walked through the collect for purity with the kids Sunday morning and showed them motions to do with the words. This will help engrain those words into the kids, so they not only hear them, but live them. I will be doing similar things with other liturgical prayers and practices in the future.

Meeting with Anna Sutterisch:

I recently met with the Rev. Anna Sutterisch, the Canon of Christian Formation of our diocese. We discussed what has been going on with the youth all around the diocese, and we have come to the same conclusion that commitment is down everywhere. We are brainstorming ways to change this, and Anna and I have some plans for the future that could help reach the teens and youth all over the diocese.

All Saints Event:

November 5th will be our All Saints' Day event, and while Kathy is running the meal and activities in the parish hall, I am running a "Saint Walk". After the meal, people will be invited to walk around the church and find six saints all around the parish. The saints are St. Andrew, St. Dorcas, St. John the Baptist, St. C.S. Lewis, St. Perpetua, and St. Sarah Josepha Buell Hale. Matthew Van Wormer, Hans Van Wormer, Gwen Frazier, Amanda Nagy, And Jane McDonald

are all helping me with this project. The “saints” will give a little speech on who they are, then they will give everyone a card with their saint on it, and the saints prayer on the back.

Youth and Children’s Database

Over the past month, I have been working to create a database with information on every child and teen in the church. The included information will include their families, their schools, their birthdays, phone numbers, address, jobs, and other information depending on each child. I will be continuing to work on this.