

A meeting of the Vestry was held in Platts Hall beginning at 7:30 p.m. on November 21, 2017. Present: Fr. Mike Sowards (Rector), Gene Goff, Joanne Tatem (People's Warden), Barbara Bateman (Rector's Warden), Dale Pennapacker (Treasurer), Jackie Dahlen, Melanie Jackson, Rick Toth, Josh Ilgen, Drew Beck, Chris Kristofco

Absent: Kathy Lochocki, Jon Yenney

The meeting was opened with the Vestry Prayer.

#### **MINUTES.**

#### **Old Business:**

1. Meeting minutes from the October meeting were reviewed and approved.
2. Drew Beck reported on the status of work and training sessions for the Capital Campaign Committee. Report from IMPACT Stewardship indicates the committee is on track with targeted training sessions and planning. A location is being sought for the Commitment Dinner to be held in January. Chris distributed sample logo designs for use throughout the campaign. All centered on the themes of strength and growth. Chris will discuss suggested changes with the IMPACT design team.
3. Outreach House new building update was given by Fr. Mike. He met on Tuesday, November 21 with Tom and Rowan Keenan, Keenan Associates; Michael O'Rourke, GKO Architects; and Ken Farrell, CMC Engineering to develop strategies for presentation of the new building plan to Lower Providence Planning Committee... the meeting to be held Tuesday, November 28, 2017 at the township building. Vestry passed a resolution to allow Fr. Mike to discuss possible granting of ultimate right of way for property along Evansburg Road and Germantown Pike to PennDot for future widening or improvement of the stated highways. It will be necessary to ask for waivers on several township zoning requirements.

#### **Commission Area Reports: Written reports on file.**

1. Communications – Vestry approved an expenditure of up to \$1000.00 for videotaping equipment and the placement of an additional electrical line necessary to accommodate placement of the equipment - Budget category 5040200 – Advertising/Newcomers. The wrought iron wreath will need to be raised to allow unrestricted view of the front of the sanctuary.
2. Buildings & Grounds:
  - a. Approval was given by the Vestry to contract with Jan-Pro for cleaning of the Outreach House. Fr. Mike will speak with them regarding length of contract. It is hoped the Outreach Cleaning contract can be combined with that for the church as it is only 1 month into that new contract. Budget category 5090507 - Maintenance.
  - b. Following suggestions from OH Director, Carole Exley the architect will remove all built-in desks and cabinetry allowing more flexibility for furniture placement. This could result in a savings of approx. \$40,000.
  - c. Of the four bids submitted Buildings & Grounds recommended awarding 2018 contract for snow removal to New Look Landscaping. Budget category 5030401 – Snow Removal.
  - d. The cemetery wall has been damaged again. A request has been made for the police report. Rick was granted funds not to exceed \$1500.00 to enlist Shegani to do the repair work. Budget Category 5031002 – Capital Improvements.

- e. Approval given to contract with Shegani for improvement of the cement pad at the front of the sanctuary. They believe this can be accomplished before cold weather is a factor. The approved bid is for \$7500.0. Budget Category 5031002 – Capital Improvements.
- f. Approval for the expenditure of \$1450.00 to have the two side entrance bathrooms painted. Contract awarded to Douglas Casmay. Budget Category 5030800 – Repairs, Maintenance, Improvements.
- g. Kitchen range to be cleaned week of November 27.

**3. Finance – Dale distributed a preliminary budget.**

- a. A special meeting is scheduled for discussion of salaries for Wednesday, December 13 at 7:30 p.m. as they must be approved at the regular December meeting of the Vestry.
- b. Approval of the full budget will be made at the January or February 2018 meeting.
- c. Dale complemented the Vestry for the timely fashion in which most commissions submitted requests for the 2018 budget.
- d. The financial statement was reviewed. Pledge income is ahead of actual dollars pledged at this time.
- e. The stipend to support Chris Exley in his pursuit of ordination was in arrears. Payment has been made and is up to date.
- f. Dale noted that at a future time most likely after the Capital Campaign and ensuing building of the Outreach Center it will be necessary to discuss the hiring of a professional manager for our investments.

**Fr. Mike led the Vestry in a closing prayer.**

**Special Vestry Meeting for budget discussion scheduled for Wednesday, December 13 at 7:30 pm.**

**Our next regular Vestry Meeting is scheduled to be held on December 19<sup>st</sup>.**

**The meeting adjourned at 8:55 pm.**

Respectfully submitted,

Barbara Bateman, Rector's Warden  
substituting for Jon Yenney, Secretary of the Vestry

November 22, 2017