

A meeting of the Vestry was held in Platts Hall beginning at 7:30 p.m. on June 18, 2019. Present: Barbara Bateman, Drew Beck (attending remotely - Rector's Warden), Jon Yenny, Ned Travis, Peggy Spinozzi, Joanne Tatem (People's Warden), Josh Ilgen, Bill Kilgour, Gene Goff, Sarah Deacle, Patty Earhart, Father Mike

Absent: Steve Jackson, Marilyn Hastings

The meeting was opened with the Vestry Prayer.

#### **MINUTES.**

#### **Old Business:**

- 1. Drew made a motion to approve the Vestry Meeting Minutes from April 16, 2019 with one minor correction. Passed unanimously.**
- 2. Joanne made a motion to approve the Annual Meeting Minutes from May, 2019. Passed unanimously.**
- 3. No e-votes since last meeting**

#### **New Business:**

- 4. Voice was granted to Dale Pennapacker.**
  - a. Outreach House update:**
    - i. Project is going very well. Utilities should be in by August 2<sup>nd</sup>. The interior will be painted soon. We are having weekly meetings with GKO to track progress, including Matt Jones from GKO, and Bob Bateman. GKO is reviewing a \$94K bill before we pay. There has been \$356K in hard costs so far. Sewer - \$6800 soft cost being paid to the Township. How much we will save from Steve Folk's work on the project is TBD. Total final cost may come in around \$875K - \$900K. Haldeman wants to finish up in August.**
    - ii. Gene made a motion to approve Dale's Outreach House report. Passed Unanimously.**
- 5. Father Mike gave an update on Cleaning contract:**
  - a. We have dealt with stopping existing contract via two certified letters (no responses). We have the keys back, and new service by Patty Bender starts this Friday.**
- 6. Update on Diocesan Mediation by Father Mike:**
  - a. Process, with Bud Holland as the mediator, is complete after airing all issues.**
- 7. Josh gave an update on out By-Law Revisions:**
  - a. New Communications Policy will be distributed, and we will ratify at our next meeting.**
  - b. We walked through the changed sections of the By-Laws, and made a few on the spot changes. There will be a e-vote to approve after Josh distributes with the changes.**
- 8. Financial Reports for March, April, May were reviewed by Dale:**
  - a. Dale reviewed a few points from the Audit Report.**
    - i. Regarding the Vestry Meeting Minutes, we agreed to use a cursive signature font.**
    - ii. We will continue with the account names and numbers as we have been doing.**
    - iii. On Financial Reports, depreciation will be on a separate report.**
    - iv. Peggy made a motion to approve a change to approve item 6 in the Audit Report, to require two signatures on Church checks when over \$3,000 with the exception of Bill Pay and insurance. Passed unanimously.**
    - v. Gene made motion to accept the Audit Report. Passed unanimously.**
  - b. Dale distributed and reviewed the April Financial Report. Joanne made a motion to approve. Passed unanimously.**
  - c. Dale distributed and reviewed the May Financial Report.**

- i. He noted that the Outreach budget needs to be reviewed by Carol, Patty, Josh and Dale. Dale noted the Cash Balance for the church looks good.
  - ii. Patty made a motion to approve the May Financial Report. Passed unanimously.
- 9. Father Mike discussed the Playground, and new requirements from the state:
  - a. For the safety of young children, Sod or some other safe covering needs to go in to a portion of the Playground. Father Mike has discussed with the Day Care, and as part of a partnership with St. James', they are able to contribute \$1,000 to the project. The total may be in the \$3-4,000 range. Father Mike and Gene will work on specifying the work and getting bids.
- 10. There was a discussion regarding having a Grand Opening for the new Outreach House.
  - a. Patty and Carol are leading a committee on this.
  - b. They have contacted 12 parishioners about joining the committee.
  - c. Peggy and Ned will also participate as additional Vestry representatives.
  - d. The expectation is that September 21<sup>st</sup> is the move-in date for the Outreach House. This will be a parish event to help move things over from the old Outreach House.
  - e. The target is September 28<sup>th</sup> for the Grand Opening event.
  - f. There was discussion about what food and beverages to provide, which will be explored. Food trucks may be an option.
  - g. As a side note, we will be getting racks for the new Outreach House at a 70% discount. We will also need freezers, which will be funded separately by the Capital Campaign.
- 11. A new Request for Repair form was distributed for comment. This will help organize how we go about needed repairs for the church which various parishioners may identify. The form will be available on our website and also in a slot in the church hallway.

#### Commission Area Reports:

- 1. Buildings & Grounds – Steve was not in attendance but had distributed the report beforehand.
  - a. One major issue is the parking lot repair. We have one bid in and are waiting on two more.
  - b. Joanne made a motion to accept the Buildings & Grounds report. Passed unanimously.
- 2. Communications – Drew
  - a. No formal report, but Drew reiterated that the Communications Policy would be distributed for ratification at our next meeting.
- 3. Outreach – Peggy
  - a. Peggy noted that we served 88 clients this past month, including two new families.
  - b. It was happily reported that thanks to the sign promoting our new Outreach House, we are receiving additional donations and volunteer help.
  - c. It was noted that the Methacton field hockey team may be doing a food drive and other help for the Outreach House.
  - d. Ned made a motion to approve the Outreach Report. Passed Unanimously.
- 4. No Education Report this month.
- 5. Member Ministry – Barbara
  - a. No report this month.
  - b. There was discussion of targeting new members of our local community, via some sort of advertising and working with local real estate organizations.
  - c. Lower Providence will have a Lower Providence Day soon, and we plan to have a table there to introduce ourselves.
- 6. Parish Life – Joanne
  - a. Joanne discussed that, if nobody is putting out snacks after the 10:00 service, that Vestry members can always find some cookies and lemonade or tea in the kitchen to put out in a pinch.
  - b. There was discussion of having a Vestry liaison for welcoming new members after the 10:00 service.
  - c. Ned reported on the Chicken Barbeque. We sold 168 meals, and it worked out increasing the price to \$15 per meal. He noted that we gave the leftovers to the Vets group, so as not to go to waste.

- d. Patty made a motion to approve the Parish Life Report. Passed Unanimously.
- 7. No Rector's Report this month.

The meeting was closed with a prayer, and adjourned at about 9:45 p.m.

Respectfully submitted,

*Jon Yenney*

Jon Yenney, Secretary of the Vestry

July 17, 2019