

**St. Michael's Episcopal Church**

**Barrington, Illinois**

**Minutes of the Vestry Meeting of Monday, October 19, 2020**

**7:00 p.m. – Virtual Meeting**

**Present (Via Zoom):** The Rev. Jesse Perkins (Rector), Kirk Chan (Senior Warden – 2021), Ann Kimes (Junior Warden – 2021), Gene Dawson (2021), Bill Ferry (2021), Suzanne Fleer (2021), Michele Phillips (2021), Gwynne Johnston (2022), Cam Sells (2022), Lindsay Taylor (2022), Kathi Frelk (2023), Ric Lindeen (2023), John Davis (Treasurer), Craig Anderson (Clerk)

**Absent:** Charley Wickman (2022), David Rauschenberg (2023)

**1. Call to Order**

There being a quorum present, Kirk Chan called the meeting to order at 7:02 p.m.

**2. Opening Prayer**

Fr. Perkins offered the opening prayer.

**3. Approval of Agenda**

Fr. Perkins noted the previous determination to continue pay for nursery staff as budgeted for 2020, and asked that Item 7.a., Salary & Hourly employees approved through December (nursery), be removed from the agenda.

Gene Dawson moved and Ric Lindeen seconded that the Agenda be approved with the requested revision. There being no objection, motion carried.

**4. Approval of Minutes – September 21, 2020**

Ann Kimes moved and Michele Phillips seconded that the Minutes of the September 21, 2020 Meeting of the Vestry be approved as presented. There being no objection, motion carried.

**5. Financial Report – September 2020**

John Davis provided a walk-through of the September 2020 Financial Statements. He indicated that three annual givers submitted annual gifts during September. Actual year-to-date pledge and regular gift revenue for 2020 is ~\$46,000 less than budgeted. Budgeted revenue for the Little Angels Christian Preschool is less than anticipated. Other factors impacting St. Michael's fiscal condition include staff compensation reductions, staff turnover, reduced spending, and the Payroll Protection Program loan.

Suzanne Fleer moved and Ric Lindeen seconded that the September 2020 Financial Statements be approved as presented. There being no objection, motion carried.

## **6. New Business**

### \$50,000 Donation

Fr. Perkins advised that St. Michael's has received an unexpected donation of \$50,000, with no restrictions as to its use. The Vestry was asked to consider allocation of the donation.

Ideas and suggestions included allocating the donation to the Building Fund for air conditioning improvements, allocating the donation to the Designated Fund, or using it to establish a 'rainy day' fund. It was noted that the church building air conditioning unit is in need of replacement now. Also, there is a need to make improvements to the rectory kitchen.

Ann Kimes moved and Bill Ferry seconded that the donation of \$50,000 be placed in the Designated Fund. Upon a voice vote: All Ayes; No Nays. Motion carried.

Gwynne Johnston moved and Bill Ferry seconded that of the \$50,000 placed in the Designated Fund, \$20,000 be allocated for the church building air conditioning improvements, \$20,000 be allocated for the rectory kitchen improvements, and \$10,000 be allocated to the Building Fund for capital improvements maintenance. Upon a voice vote: All Ayes; No Nays. Motion carried.

Fr. Perkins thanked the Vestry for the discussion and decisions.

### Stewardship Update

Lindsay Taylor provided an update on plans for this year's stewardship campaign. She requested that each member of the Vestry sign-up to host or co-host at least one 'Cottage Zoom' meeting. Lindsay noted that the virtual meetings will be small and revolve around four different themes, be held at various times of day, and each have 12 slots for participants.

Fr. Perkins expressed thanks to Lindsay for her work. He advised that letters will be sent to persons who currently give to St. Michael's through a pledge or regular gift, asking them to consider continuing financial support for St. Michael's in 2021.

### Outreach Allocation Request Fall 2020

Kirk Chan asked the Vestry to consider approval of the Outreach allocation request included in the Vestry meeting packet. Gwynne Johnston, a member of the Outreach Committee, commented on the allocation request and advised that Vestry approval is necessary for outreach funding distribution.

Ric Lindeen thanked the Committee for its work. Gwynne noted that the pandemic has exacerbated outreach funding needs.

Gwynne Johnston moved and Michele Phillips seconded that the Outreach funding allocation request for fall 2020 be approved. There being no objection, motion carried.

Gwynne expressed thanks to the Vestry for approval of the request.

### Dave & Katy Pepper Memorial

Ideas for a memorial to recognize and honor Dave and Katy Pepper for their many contributions and generosity to St. Michael's were offered and discussed. Bill Ferry advised that some design possibilities are being developed, including creation of a landscaped welcome area at the entrance to the church building near the Community Room.

It was suggested that installation of a plaque to help perpetuate remembrance of the role of Katy and Dave in the life of the parish be part of the memorial. Also, simplicity, permanence, and meaningfulness should be priorities with respect to design of the memorial.

The Vestry will have further discussion of this item after receipt of some design options.

### Recruit Vestry Members

Kirk Chan and Ann Kimes have reviewed a list of potential candidates for the Vestry and will be making some follow-up recruitment calls. It was noted that self-nominations can be done. A list of candidates is anticipated next month.

## **7. Old Business**

No items.

## **8. Committee Reports**

### Buildings and Grounds

Bill Ferry noted the excellent work being done by Kim Curtis with respect to facilities management at St. Michael's. Bill also advised that plans are in place for some buildings and grounds improvements.

## **9. Rector's Report – Fr. Jesse Perkins**

Fr. Perkins reported on the success and continuation of the anti-racism program; development of pastoral care webinars in conjunction with Advocate Good Shepherd Hospital; technological improvements for live-streaming of worship services; and plans for worship services at 2:00 p.m., 4:00 p.m., 8:00 p.m., and 10:00 p.m. on Christmas Eve. Fr. Perkins indicated that he has been asked to represent the Barrington Area Ministerial Association related to the search process for the new Superintendent of School District 220.

Fr. Perkins asked the Vestry for permission for St. Michael's to assist the 'Packs of Plenty' food distribution initiative this school year by providing some space in the Community Room for storage and packing. The Vestry approved the request.

## **10. Senior Warden's Report – Kirk Chan**

No report.

**11. Closing Prayer**

Fr. Perkins offered the closing prayer.

**12. Motion to Adjourn**

Kathi Frelk moved and Ann Kimes seconded that the meeting be adjourned. There being no further business and no objection, the meeting adjourned at 8:03 p.m.

Respectfully submitted,

/s/ Craig G. Anderson

Craig G. Anderson, Clerk