

St. Michael's Episcopal Church

Barrington, Illinois

Minutes of the Vestry Meeting of Monday, May 17, 2021

7:00 p.m. – Virtual Meeting

Present (Via Zoom): The Rev. Jesse Perkins (Rector), Ann Kimes (Senior Warden – 2022), John Garcia (Junior Warden – 2022), Gwynne Johnston (2022), Cam Sells (2022), Lindsay Taylor (2022), Kathi Frelk (2023), Ric Lindeen (2023), Gwen Weibel (2023), Carol Berman (2024), Melissa Buckley (2024), Greg Mears (2024), Doug Torbeck (2024), John Davis (Treasurer), Craig Anderson (Clerk)

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

1. Call to Order

There being a quorum present, Ann Kimes called the meeting to order at 7:01 p.m.

2. Opening Prayer

Fr. Perkins offered the opening prayer.

3. Approval of Agenda

Ann Kimes advised that the Agenda has been updated to include the 2021 Spring Outreach Recommendations under New Business.

Carol Berman moved and Ric Lindeen seconded that the agenda be approved as updated. There being no objection, motion carried.

4. Approval of Minutes

Ric Lindeen moved and Kathi Frelk seconded that the Minutes of the April 19, 2021 Meeting of the Vestry be approved as presented. There being no objection, motion carried.

Memorandum of Vestry Approval of Candidates for the Little Angels Christian Preschool Parent Advisory Board

Approval of the candidates was accomplished via email vote of the Vestry. The memorandum of that action is included in the Vestry meeting packet.

5. Financial Report

April 2021 Recap and PPP Loan Update

John Davis reviewed the April 2021 Financial Statements. He advised that pledge receipts are going well, mostly related to timing differences of when revenue is received versus historical data. Little Angels Christian Preschool revenue thus far is more than projected due to parents becoming more comfortable with enrollment of their children. Also, John reported that the first Paycheck Protection Program loan received by St. Michael's has been officially forgiven.

In response to a question regarding distribution of personal giving statement updates, John advised that those statements will be provided in June and September. Use of the portal for online contributions and pledges was then discussed.

Gwynne Johnston moved and Lindsay Taylor seconded that the April 2021 Financial Statements be approved. There being no objection, motion carried.

6. New Business

2021 Spring Outreach Recommendations

Gwynne Johnston reviewed the spring Outreach recommendations included in the Vestry meeting packet. He noted the increased emphasis on addressing local needs, the allocation for St. Leonard's House/Grace House assists men and women, and the effort to keep the spring allocations to ~50% of the total 2021 Outreach budget figure. Need and available funding are primary factors considered in determining grant recommendations.

Carol Berman advised that the summer fundraiser concert is intended to be in lieu of another request of parishioners for financial contributions. Gwynne added that the fundraiser event plans will be provided for Vestry review in June.

Fr. Perkins thanked the Outreach Committee for inclusion of a spring grant recommendation for the Discretionary Fund.

Gwynne Johnston moved and Gwen Weibel seconded that the 2021 spring Outreach funding recommendations be approved. Upon vote by show of hands: All Ayes; No Nays. Motion carried.

7. Old Business

Directory and Data Base Update

Cam Sells reported that an extensive review of the parish data base has been completed in an effort to assure that it is accurate and up to date with respect to active and inactive parishioners. In some instances the reason for being inactive is known, such as having moved away. In other instances there is need to follow-up to try to determine and understand the reason for not being active, especially with parishioners who only have been inactive for the past year or so. Work on this initiative will continue.

Update on Lisa's House – 128 Hillside Avenue

Ann Kimes provided information with respect to potential rental value and potential sale value of this property, based on review by two real estate professionals. Current real estate market condition, repair

and maintenance costs, and real estate tax are factors for consideration. Greg Mears noted repairs and improvements that need to be considered as part of the decision-making process.

Suggestions and observations offered during discussion included keeping the property for its value as an asset for St. Michael's; selling the property and placement of the proceeds in a designated fund; a source of funding for repairs would need to be determined; timing is right for sale of the property, with placement of the proceeds in reserve; and use of a portion of the proceeds for rectory improvements.

Fr. Perkins described the process required to proceed with sale of the property: The Vestry would need to vote to proceed, St. Michael's parishioners would need to vote on the matter at a special meeting or at the annual meeting, and the Diocesan Standing Committee would need to give its consent.

During further discussion it was suggested that while the residence is an asset, the proceeds of its sale could be used as an asset. While some options for use of the proceeds were described, the proceeds should never be used to cover operating expenses. The Vestry will need to decide how to designate use of the proceeds. It was suggested that generation of income for St. Michael's might not be much different whether the property is sold or rented. However, a management company would need to be retained if the residence becomes a rental property.

Ric Lindeen moved and Melissa Buckley seconded that the Vestry proceed with the sale of 128 Hillside Avenue, that a special meeting of the parish be convened to seek the authorization required to proceed with the sale, and, subject to receipt of that authorization, the required Diocesan authorization to proceed with the sale be requested from the Standing Committee. Upon vote by show of hands: 10 Ayes; 2 Nays. Motion carried.

8. Committee Reports

Building and Grounds

Cam Sells advised that the parish workday event has been called off for now, overall inspection of the rectory should be considered to determine if there are maintenance and improvement needs which should be addressed, and the Dave and Katy Pepper Memorial project is pretty much complete. Cam suggested that remaining project funds perhaps should be reserved for maintenance of the memorial.

Status and anticipated costs for completion of the rectory kitchen improvements were discussed. Ann Kimes noted the need to firm up the estimated costs for the kitchen project. Cam offered that there should be a holistic look at the rectory with respect to maintenance, improvements, and scheduling, which could help with budgeting costs over a period of time.

Fr. Perkins indicated that in addition to the kitchen, the rectory bathrooms are in need of updating. Also, the rectory's hardwood floors and windows are in need of attention.

Cam suggested that there is no reason to wait to do the rectory inspection; it would be good to have a comprehensive list of things which need to be addressed. Gwynne Johnston commented that completion of the rectory kitchen improvements should proceed.

After some additional discussion regarding how and when to move forward with the kitchen improvements, Gwynne asked that the matter be placed on the agenda for the June meeting of the Vestry.

Outreach

Carol Berman noted that the annual Barrington Back to School Giving Day Drive is getting underway.

Little Angels Christian Preschool

Gwen Weibel reported that the Preschool is finishing up the school year, preparing for summer camp, adding classes, and has had discussion with respect to possible use of cameras in classrooms for purposes of safety and security.

Fr. Perkins elaborated on reasons for classroom cameras. Questions of how the cameras will enhance safety and security, the impact of having them in classrooms, and other benefits that might come from having them in classrooms were presented during Vestry discussion. Gwen will follow-up with Caren Hunter.

Youth

Ric Lindeen noted the outstanding job done by the youth participants on Youth Sunday. He offered a reminder about the upcoming Youth Group Hometown Mission Trip (Sturtz First Mission Work Week).

9. Rector's Report

Fr. Perkins reported on recent and upcoming activities and events at St. Michael's, including Youth Sunday, plans for Pentecost Sunday, improvements in the streaming technology, the Bishop Anderson House watch party, Sara Torbeck's move to Music Director, an upcoming baptism, and pandemic protection measures in place.

Fr. Perkins and the Vestry discussed timing and options for possible resumption of in-person meetings of the Vestry.

10. Senior Warden's Report

Ann Kimes noted that she will be providing a monthly recap of various items of interest to parishioners.

11. Closing Prayer

Fr. Perkins offered the closing prayer.

12. Motion to Adjourn

Greg Mears moved and Doug Torbeck seconded that the meeting be adjourned. There being no objection, motion carried.

The meeting adjourned at 8:51 p.m.

Respectfully submitted,

/s/ Craig G. Anderson

Craig G. Anderson, Clerk