

St. Helena's Episcopal Church

Vestry Minutes

May 17, 2022

Vestry Present: Beth Adam, Matt Boutte, Kyle Fiedler, Gary Frashier, Sarah Davis, Cindy Glick, Adam Groenhuyzen, Anne Tarwater, Todd Calder, Ted Geer

Vestry Absent: James Nitschke, Jennifer Shelby

Clergy: The Rev. Dr. David Read, The Rev. Brian Fox

Staff/Treasurer: Ann Shorter, Bob Myer

Visitors: None

Call to Order: 6 PM

Devotional: Beth presented a devotional centered around “moving”, which she told us is what she has been doing lately, and it is not always fun. She read a passage from an old devotional book of hers, as well as sharing Scripture about moving and leadership. She reminded us that Jesus moves us, and if we don't move, we will act just like inertia. Beth reflected on these issues, and reminded the Vestry to consider “moving” as we undertake our roles.

Sub-Committee Meetings: Sub-committee meetings occurred; reports follow below.

Rector's Time:

- Fr. David provided job descriptions for the Administrative Assistant to the Rector & the Director of Communications; the General Duties of the Third Clergy Person; and the General Duties of a Music Director.
- Fr. David shared that Amy Ryland started as the new Administrative Assistant on 5/16.
- Fr. David also shared there is a very likely applicant for the Director of Communications position who could begin in July, and this will be a full-time position.
- Fr. David also informed the Vestry there is a likely new Clergy person, a woman right out of Seminary, to begin in September, pending approval by the Bishop.
- Fr. David shared his desire to grow the music ministry exponentially.
- Fr. David informed the Vestry that a contract cleaning service has been hired temporarily to care for our campus while our Custodian remains on medical leave, which could be about another 30 days.

- Fr. David shared that the Master Planning Committee has met several times, and they have been going through a process of evaluating what is needed, what is not needed, as well as regulatory concerns. There will be a Master Planning Input session on June 5 @ 10 AM in the Great Room.
- The calendar/program planning for the upcoming year was accomplished at the staff retreat.
- Fr. David briefly explained the process for electing the next Bishop of our Diocese, as Bishop Reed announced his retirement by the end of next summer.

Senior Warden:

- Matt updated the Vestry about our endowment funds' performance; the various models of investment for these funds; and the Diocesan Foundation Board managing process.

Sub-committee Reports:

Administration:

- The minutes from the April 2022 Vestry meeting was approved, following a motion by Anne and a second by Beth.
- The Vestry reviewed the April financials, and the Vestry approved the financial statements following a motion by Anne and a second by Cindy.
- Anne provided an update on the multi-year staffing budget plan which will begin in the Fall; the funding for a third priest, as well as the new staff hires, are within budget; and the process of obtaining a financial auditor was felt best to start in 2023.

Buildings and Grounds:

- Kyle provided an update on the sub-committee's work:
 - The Youth House was recently painted.
 - A Parish Hall renovation "rough draft" was presented by Beth, with the idea of the remodel being more welcoming and warm. A brief discussion ensued; with a motion by Kyle, and a second by Anne, the Vestry approved the concept, allowing the process to proceed.

- Kyle recognized Zach, our Sexton, for his work around the campus.
- The School Board approved funding for the fence for the Hill House, which is approximately \$15-16K. Following a motion by Kyle, and a second by Adam, the Vestry approved going forward.

Mission:

- Sarah updated the Vestry about the “Moms and prayer” concept for our youth, and that 5 moms are wanting to be involved, with a planned start date in the Fall.
- Ted provided an update from the Outreach Steering Committee(OSC): more parishioners are volunteering at the packing process for Blessings in a Backpack; the Food Pantry items are almost completely boxed for the pilgrimage to Wounded Knee; a visit to the Respite Center in San Antonio, which is part of the Diocesan Immigration Ministries, was discussed; and the OSC recommended using funds from the Outreach budget to sponsor a family coming through the Diocesan Immigration Ministry program.

St. Helena’s School:

- Anne informed the Vestry that there are 2 Church representatives for the School Board which need approval: Matthew Soliday and Paul Johnson; after a motion by Cindy, and a second from Adam, the Vestry approved them.

Around the Table:

- Father Brian informed the Vestry that Dinner Church will not continue in the Fall.
- Kyle wants to be informed if members of the Vestry notice issues with the grounds.
- Todd put in a plea for more help/volunteers for the Altar Guild.
- Bob offered congratulations to Father David, on his new title of Reverend Doctor!!!
- Father David noted that the General Convention this year will be shortened; and our next Vestry meeting will be June 28, not June 21.

Adjourn: With no further discussion the Vestry adjourned at 7:55 PM.