

# Vestry Minutes of St. Paul's Episcopal Church in Marquette, Michigan

Oct. 17, 2021

This meeting was held at St. Paul's Episcopal Church.

Present: Cathy Cole, Lynn Domina, Jan Edwards, Sandra Jones, Janeen Rastall, and Kris Mowafy

Absent: Marna Franson    Guests: Linc Frazier

Janeen Rastall opened the meeting with a prayer.

**Finance Committee Report** – Linc Frazier presented the Finance Committee report. It was approved by the Vestry. Summaries of St. Paul's financial state will be published by the Finance Committee in the TWASP and *The Messenger* to keep the congregation informed. The Vestry approved the 2021-2 snowplowing contract.

**Almoner's Fund** – The Vestry approved closing the separate checkbook account for the Almoner's Fund and converting it to an accounting category under the General Fund as recommended by the Finance Committee. Discussions of the use of the Almoner's Fund will be held at a future Vestry meeting.

**Junior Warden's Report** – Jan Edwards reported that repairs were made to the masonry near the area where paint was peeling above windows in the church. She is looking for someone to repair exterior pointing. The refrigerator must be replaced. Jan will look for a small and more energy efficient model in 2022. The kitchen is not currently being used due to covid restrictions. The request for volunteers to help with annual brush pickup and raking will be put in the TWASP. Leaf pickup in Marquette for the area around St. Paul's will be Nov. 1-5 and again Nov. 8-12.

**St. Paul's website and social media** – The old St. Paul's website has been deactivated. The diocese is providing space on their website. On Nov. 20<sup>th</sup> Steve Pelto, from the diocese, will meet with Marna Franson, Linc Frazier, Sierra Larson and Janeen Rastall to explain what can be done with St. Paul's new website. Janeen is no longer updating the St. Paul's Facebook page. Administration of the page needs to change to Sierra and permissions need to be changed so that anyone can post on the page. Right now, Kathy is still the administrator. Everyone else's post goes to a community tab on the page. Janeen will update everyone on the results of the meeting with Steve Pelto.

**Junior Warden's position** – Jan Edwards explained the roles of the members of the Building Committee. She talked about the rooms in the basement that need to be cleared of clutter such as old paint. Lynn stressed that one of the new members of the future Vestry must take over as Junior Warden but that the Junior Warden role should be less time consuming. The duties of the sexton were discussed such as mowing and watering in the summer, putting wind stops on the doors in the winter, checking the building for problems throughout the year. The position would be about 5 to 10 hours a week. Jan will investigate what other churches in the neighborhood are doing and if there is a possibility of job sharing a sexton/maintenance employee with them.

**Building Cleaning** – Kris Mowafy addressed the building cleaning. Currently the cleaning contract does not include the library or the new conference room. So, the contract needs to be updated and the cleaning crew needs to be notified when a room needs to be cleaned for an event. Sierra needs a credit card so that she can order cleaning supplies. Linc will take care of the credit card. Kris and the cleaning crew will provide Sierra with a list of minor problems as they find them that a future sexton could address. Kris will notify the Vestry on a regular basis about any problems with the cleaning arrangements.

**Building Use Policy** – At the November Vestry meeting, the Vestry will discuss the language in the building use policy. It was suggested that a handout with inviting language and pictures of each room could accompany the use policy and be provided to potential guests.

**Pride Flag** – A Pride flag was donated to the church. Lynn and Janeen will investigate ways to mount the flag near the front sign.

**Wedding Query** – Sierra received questions about planning a wedding next year at St. Paul's. Lynn will send Sierra the current building use policy for those interested to review.

The meeting was closed with a prayer.