

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

Nov. 21, 2021

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

Present: Cathy Cole, Lynn Domina, Marna Franson, Sandra Jones, Kris Mowafy, and Janeen Rastall

Absent: Jan Edwards Guests: Linc Frazier via Facetime

Marna Franson opened the meeting with a prayer.

Finance Committee Report – Linc Frazier presented the Finance Committee report. The report was approved by the Vestry. Funds were transferred from the St. Paul's trust to cover projected expenses into 2022. The church operating loss through Oct. 2021 is (\$24,414). Operating expenses are roughly \$12,000 per month.

The Outreach groups, Almoner's Fund, Scrip and Art Fair, will maintain their own checkbooks. The church balance sheet will reflect a separate line for each group. Linc and Frank Kerwin will develop accounting procedures for the outreach groups. Sierra Larson will provide the outreach committee with a list of general ledger outreach sub accounts so they can determine which sub accounts should be closed. Marna's birthday donations totaled \$320.

Junior Warden's Report – Jan Edwards thanked the people who helped with the raking. She discovered that the Otis contract for the elevator inspection was automatically renewed until May 2025 at \$271 per quarter. She will send a copy of the contract to Judd Spray for his review. She has found a much cheaper rate for inspections with a different company. There is a possible leak in the Chapel by the 1st window on the right, bubbling paint was identified by Kris Mowafy. Linc will investigate. Jan will purchase some furniture pads for the library. Sandra Jones will shop for library rugs.

Meeting Rooms – The new meeting room is being used by the diocese. Marna said this has led to interest in use of that room and others in the building. An online and printed view of the church rooms with photos and brief descriptions followed by the room use agreement is an eventual goal.

There has been a problem with St. Paul's internal groups using rooms without notifying Sierra. Sierra keeps a manual master calendar.

Janeen Rastall suggested that the rooms should be listed on the City of Marquette's website: [Marquette Compass](#). There was a discussion of who should create the church's account on Marquette Compass. Janeen suggested that Sierra should maintain that site and the social media sites. Concern was expressed that Sierra would not have time for these additional tasks.

Website and Social Media Maintenance A discussion followed about who should maintain the website and social media sites. The development of the website needs to be discussed at a future meeting of the mutual ministry and vestry. Responsibility for long term maintenance of the website and social media needs to be determined. Janeen suggested that after her term completes on the Vestry, she could do some training classes in the hope of developing new volunteer tech resources in the community.

Vestry vacancy – Lynn Domina, Jan Edwards, Sandra Jones and Janeen Rastall will be leaving the Vestry in 2022. Conversations with possible replacements within the parish was recommended.

December—Vestry review of Missioner / Missioner review of St. Paul's - Considerations:

- What did individuals expect from the Missioner?
- What did the Missioner expect from St. Paul's?
- What goals/priorities remain for all parties?

The Vestry needs copies of the Missioner's job description. The December 19th meeting of the Vestry should perhaps include the Ministry Support Team. The Vestry will solicit impressions from the congregation in preparation for the meeting. A desire was expressed to have more communication with diocese. Marna shared some of the ways that there is communication with the diocese including a future visit from Bishop Ray.

High Number of Covid cases in Marquette County – The Vestry will monitor the rate of covid cases in the county and alert Marna within 2 weeks of the planned Christmas Eve service. Zoom of the service will be available but no additional virtual services are planned at this time.

January—Revision of Bylaws—Marna and Lynn will be working on a draft of Bylaws that will be more suited to Mutual Ministry. Sandra will find some samples online. Jane Cisluycis may have some samples also.

Marna closed the meeting with a prayer.