

St. Timothy's Episcopal Church Vestry Meeting
Tuesday, September 25, 2018 at 6:00 P.M.

Attendees: Rev. Rebecca Nickel (Rector), Scott Trauscht (Rector's Warden), Lou Pierce (Treasurer), Maria Granato (Clerk), Donna Adams, Edith Collins, Karsor Dennis, Tim Kramer, John Prey, and Mike Sarfaty

Absent: George Greene

Guest: Audrey Corne (Property Chair)

1. Call to order and opening prayer by Rector Nickel at 6:00 P.M.
2. Bible reading: Romans 8: 38.
3. A motion to accept the August Vestry meeting minutes was made by Tim and seconded by John. The motion passed.
4. Scott shared with the Vestry that Rebecca and Lou have identified some red flags in parish finances, and accordingly, Brendan O'Sullivan-Hale from the Diocese is helping us.
5. On Brendan's recommendation, we need to move \$10,000.00 out of St. Timothy's Diocesan Special Fund account and into our checking account. The Executive Committee has submitted the necessary paperwork, pending Vestry approval. A motion to transfer the funds was made by Tim and seconded by John. Discussion: St. Timothy's balance in the Diocesan Special Funds account stands at over \$21,000.00, and the \$10,000.00 transferred would be placed directly in our checking account, leaving the balance at over \$11,000.00. If not needed, this money can be transferred back to the diocesan account. We should have an annual audit; the last audit was in 2015, when we did an internal audit with David Emerson. The Diocese has recommended we transition to Realm software. The motion passed.
6. The property report is attached. The leak in the east entry hallway is back. Audrey recommends the bid from Bone Dry to determine the cause. The code locks for the thermostats need to be shared with ushers for weddings/funerals, etc. Z-N-L has sent a bid for snow and ice removal: \$175.00 per occurrence of snow removal for up to four inches of snowfall, and \$180.00 if salting is included. The cost increases with higher snowfall totals. The charge for only ice treatment is \$100.00 for labor and \$180.00 for material. A motion to accept the bid was made by Tim and seconded by Donna. The motion passed.
7. The change from Republic to Ray's waste removal service is in progress.
8. Tim will contact Bassett Services, Inc. to request a price to renew our heating/cooling maintenance contract with them.
9. We are in need of a co-treasurer and co-property chair.
10. Pathways to Vitality update from Donna: the new website is close to going live. Linda's new email address is working, and the photo directories have arrived! Members not pictured can send in photos and we can add a page. There are also new business cards for the parish and for Rector Nickel. The Vestry appreciates the efforts of all who helped with the design of the new business cards, stationery, etc., and is especially appreciative of David Nickel's assistance.
11. The final Pathways meeting will be on Thursday, 9/27/18.
12. There will be some kind of Adult Spiritual Formation; it may be a class on Faith and Race, but the details are not set in stone.
13. Per Ratio Architects, the nomination for the historic registry was submitted to the Indiana Department of National Resources on 9/21/18! It may take two years to process the nomination request due to department backlog. The nomination would enable funding for building care and restoration, in collaboration with the Division of Landmarks.
14. The annual Blessing of the Animals will be held on 10/7/18.

15. Rev. Erin Hougland, the Pathways to Vitality priest, will be joining us as of 10/14/18 and will be with us for eight months.
16. The South Central Deanery annual meeting will be held on 10/24/18. The delegates for the Diocesan Convention are Donna Adams and Marian Gardiner, with Rose Anne Grasty as alternate. They will travel with Rector Nickel to Bloomington from 11/15/18-11/17/18.
17. Donna raised the issue that we are still in need of two counters per Sunday, and made a motion that if we do not have volunteers, Vestry members should create a rotation and take responsibility for making certain there are always two counters. The motion was seconded by Tim. The Vestry voted approval with Scott abstaining. Linda will add the six Vestry members voting approval to the schedule for Sundays with only one counter.
18. Vestry members should remind parishioners of the upcoming change in food pantry hours; volunteers are needed!
19. Rev. Hougland will officiate at the next Vestry meeting, as Rector Nickel will be on spiritual retreat.
20. The Lord's Prayer was said in closing, and the meeting adjourned at 6:58 P.M.

Respectfully submitted by,
Maria Granato, Clerk

Next Vestry Meeting: Tuesday, October 16, 2018 at 6:00 P.M.

Property Report for Vestry on 09-25-18

1. Recent episode of leak in East Entry hallway. Recommend getting BID from Bone Dry
2. Thermostat covers with code locks: Seems to be producing consistent desired temperatures
3. Z-N-L has sent information on snow and/or ice removal. Review of BID and recommend approval.
4. Vestry approved switch from Republic Services to Ray's in process.
5. Fluorescent bulb checking and replacement: Need a team or an electrician if ballasts are burned out
6. Need approval to renew heating/cooling maintenance program with Bassett.
7. Thanks to Karsor Dennis and Mike Sarfaty for creek bank foliage removal. This will need to be an annual or semi-annual task.
8. Need volunteers to learn to do several property related work: {i.e. Assign FEMoran codes; issue keys; Setting up Craine Hall sound system; Requesting BIDS; Be contact with janitorial staff; Getting the supplies St. Timothy's agreed to provide for janitorial staff; Meter reading of printer/copier in office.