



## MINUTES OF THE REGULAR MEETING OF THE VESTRY

July 21, 2022 at 7 p.m.

**Present:** Brad Linboom (Rector), Jeff Dillon (Warden '23), Jenni Garnett (Warden '24), Paola Arce ('23), Matt Wissman ('24), Julie Bossert ('25), Tom Mendoza ('25), Jim Massie (Treasurer)

**Not Present:** Olga Frias-Basta ('24), Dick Park ('23), Terry Hodges (Clerk)

B. Linboom called the July 21st regular meeting to order at 7:00 p.m. with a quorum present. The Vestry held no monthly meeting in June, 2022.

**Opening Prayer and Check-In:** B. Linboom began with a brief prayer, and the Vestry conducted a check-in.

**Follow-up on the Bishop's Visit:** The Vestry discussed Bishop Chilton Knutson's recent visit to CHN. The Bishop had provided details on the stressed financial position in which the diocese finds itself currently. Relief is being sought through expense reductions and the sale of the administration building connected to the Cathedral. She remembered her time here at CHN fondly. Her candor was noted.

**Staffing Updates:** The Rector advised the Vestry that a new administrator has been hired, Karen Meyerhoffer. She begins employment on July 26<sup>th</sup>. Her hours will be from 9:00 a.m. to 2:00 p.m. Tuesday through Friday. She has 30 years of work experience, and her skill set is a good fit for the CHN position. The Family Minister position was reposted on the diocese job board and also on the Indeed recruiter website.

**Committee Updates:** B. Linboom informed the Vestry that he will meet with Liz Lebaron regarding preparation for the new Christian Ed program year. He is working on finishing the decorating in the teen "pit" classroom. Mary Drobny has agreed to fill the role of Fellowship Liaison. The position will oversee the staffing of coffee hours and special events. The Vestry extended its thanks to Mary for accepting this important role.

The Rector noted that regular check-ins with committee chairs are needed to ensure the chairs are not overworked and to see if changes are needed. Vestry liaisons should discuss with the chairs how things are going and see what they might need. Liaison positions were reviewed:

**Outreach:** Tom Mendoza and Sandy Siegal Miller

**Buildings and Grounds:** Paola Arce and Dick Park

**Liturgy:** Julie Bossert

**Christian Ed:** Matt Wissman

The Pastoral Care Committee has made gains on improving the ministries of providing meals and rides to those in need. Julie Bossert has taken over the handling of the birthday board, and the Vestry recognized Jackie Price's past handling of the birthday board ministry. B. Linboom informed the Vestry that the Stewardship Committee needs to be formed by August. Candidates were discussed.

**Task Force for Growth & Vitality:** J. Garnet and J. Dillon explained to the Vestry their idea of creating a small group to research the idea of how to grow CHN and prepare a report of its findings to the Vestry. The proposal was approved and will move forward.

**Gift Policy:** During her visit, Bishop Knudson suggested that CHN create a formal gift policy which can be published. The Rector is researching the topic and will prepare a draft policy for the Vestry's consideration. Parishioner John Bracket is ready to begin work on making a new altar for CHN. The parish will be involved with selecting how the altar will look, and the process will be transparent.

Currently, there are three gifts of money totaling \$6,500 to be used for the purchase and planting of trees on the church and rectory grounds. The Building and Grounds Committee has been involved in the gift selections, with the quoted cost for the project being \$7,500. Following discussion, T. Mendoza moved that the project be approved, including an additional expenditure of \$500 if the costs exceed the quote or if unforeseen costs are incurred. Upon J. Bossert's seconding of the motion, the Vestry approved the planting project unanimously.

**Program Year Planning:** The Rector advised the Vestry that there will be an upcoming program year planning meeting. The proposed date is during the week of August 9, 2022. He is checking to ensure that all of those needed will be able to attend.

**Consent Approvals:** Upon hearing no objections, B. Linboom declared the minutes of the May 19<sup>th</sup> Vestry meeting entered into the record as approved and accepted the report of the Treasurer for this July meeting record.

- **Minutes:** The May 19, 2022, meeting minutes were previously distributed for review to the Vestry. No corrections were offered.
- **Treasurer's Report:** J. Massie briefly reviewed his previously-distributed report for June 2022. The parish was slightly under budget for operating income for the month and well below budget for operating expenses, largely due to not paying salaries for the open staff positions.
- **Committee Reports:** No written reports were submitted for review and acceptance.

**Other Discussion:**

With no other discussion topics offered, B. Linboom declared the meeting adjourned at 8:20 p.m.

**Next Regular Vestry Meeting:** August 18, 2022

Respectfully submitted,

J. Dillon, Clerk pro temp