



**Approved Vestry Meeting Minutes**  
**Tuesday June 20, 2023**  
**6:30 – 8:30 pm**

**Present:** Gretchen Hayslip (Sr. Warden), Pastor Rachel Endicott, Mark Gargett, Susan Wilbanks, Dan Cassady, Mike Hicks, David Gravelle (Jr. Warden), Andrew Benson, Annalisa Conserti-Jones, Dorothy Gibson, Cris Blair and Bill Yunker. Partial: Tim Drewes, Sharon Wilson, Bay Le Sage

**Not Present:** Diane Santiago (Excused).

**Call to Order** Gretchen

**Opening Prayer/Reflection** David Gravelle

**Guest Speakers**

Tim Drewes - Organ

Tim Drewes

Tim discussed organ maintenance and use of the organ itself. Our particular organ can give 150 years of use if maintained properly. It costs \$800 a year to maintain the organ and four cents an hour to operate. Our organ is a strange one and should be a community resource. Our space is also exceptionally good acoustically and Tim recommends using it as a concert space regularly.

A few questions were asked. Mark Gargett asked if using the organ more often will accelerate maintenance. Tim said it was being significantly underused currently. Tim is using the organ for 6-8 hours, and a student uses the organ 1-2 times a week. The organ can be used 20-30 hours a week safely. Tim is doing the yearly maintenance on the organ and piano for free. The organ is stable and doesn't need much attention. To maintain the organ and piano it would cost \$1100 if Tim wasn't doing it.

Dan Cassady recommended reimbursing Tim Drewes for the maintenance he has done for us on the Organ and Piano for free. *If Tim does tuning for which he is paid outside of his hours here, Pastor Rachel recommended*

scheduling the tunings *on days when* Tim is already working so we don't have to pay the travel fee. *Although Tim noted that the organ requires little tuning,* Pastor Rachel also recommended documenting the maintenance. If students use the Organ, Pastor Rachel advised to schedule them during Leslie's office hours.

Father Diab - visitation planning - July 16

Sharon Wilson

Father Diab and his family will be visiting on the 16th of July at 5:30. They will speak to our Church Community after dinner concerning the Israeli blockade and ongoing mistreatment of Palestinian Christians. Other Churches in the area were invited to join us. Pastor Rachel recommended asking for RSVPs.

### **Action Items**

Vestry Clerk

Dorothy Gibson moved to approve Bay Le Sage as the Vestry Clerk. Dan Cassady seconded. With no further discussion the motion was approved.

The Minutes from May 16

Gretchen

Andrew Benson moved to approve the May 16th Vestry Meeting Minutes. Susan Wilbanks seconded. With no further discussion, the motion was approved as submitted.

May Collapsed Financials

Kevin

The May Collapsed Financials were not available for review.

Finance Committee resolution

Ken Feldman

WHEREAS the Vestry has previously resolved that amounts in excess of \$10,000 in the Grateful and Growing special account be used to reduce the outstanding principal of St. Andrew's diocesan loan used to purchase the house at 7745 2nd NE, and

WHEREAS the balance at the end of May in said special session account exceeds \$141,500, and

WHEREAS net rental revenue and ongoing Grateful and Growing pledge payments are projected to continue increasing the balance in said special account for the upcoming year,

Mark Gargett moved that the Vestry approve the principal reduction payment to the diocese in an amount of \$130,000 in June. Mike Hicks seconded. With no further discussion the motion was approved.

Vote to approve new Vestry member, Diane Santiago Gretchen

Cris Blair moved to approve Diane Santiago to replace Allison Wycoff as a member of the Vestry for the rest of her tenure. Annalisa Conserti-Jones seconded. With no further discussion the motion was approved.

Mutual Ministry Goals Gretchen

The Mutual Ministry Goals are:

1. Building community and connection (David Gravelle, Gretchen Hayslip and Andrew Benson)
2. Developing a vision for Saint Andrew's (Dorothy Gibson and Susan Wilbanks)
3. Clarifying committee structure and communicating this to the parish at large. (David Gravelle and Mark Gargett)

Follow up to listening session/Profile committee Gretchen

The 8am had many questions concerning the locks and the procedures for the school. We will be checking in with the school regularly. They also had questions concerning housing options for the new rector and ongoing sister church relationships.

10am was well attended and concerned about finding Vestry Documents and understanding them. Pastor Rachel suggested a button on the website be created for access to the annual report, Church Parish Profile, how to contact the diocese and a weekly update. They wanted more information and were grateful for the vestry event.

## Other Business

June 18th - "Voice from the Vestry" - after 8am & 10am Gretchen, David, Ken  
services - follow-up

Photos - need more photos of post-pandemic event, no children in photos without parents permission

Leslie needs pictures for newsletter, website and social media needs. Please take photos at coffee hour and Church events and send them to Leslie.

Stewardship update David Gravelle

Parishioners exceeded what was expected and David will start the Stewardship in the fall. It was to use the prayer card again this fall due to its success in the last Stewardship Campaign.

#### New Business

It was recommended we host more events, and discussed what needs to be put in place to make this happen.

#### Staff Vacation

Vacation time taken by staff was discussed by the Vestry. The Personnel Committee is working on this.

Staff *Holiday Days and Vacation*

*Specific days assigned in the Personnel Manual as holiday days when the office is closed and staff has the day off as well as vacation time taken by staff was discussed by the Vestry. The Personnel Committee is working on this.*

#### **Closing Prayer/Adjourn**

Rachel

Gretchen Hayslip adjourned the meeting at 8:30