



Vestry Minutes - Approved

Tuesday, August 20, 2024

6:33 pm – 8:14 pm

Vestry members present: Andrew Benson, Dan Cassady, David Gravelle, Susan Wilbanks, Will Lewis, Diane Santiago, Lily Nichols, Dan Catchpole, Dorothy Gibson, Kevin Deffinbaugh, Greg Kromholtz, Sharon Wilson, Ken Feldman

Accountant - Kevin Deffinbaugh and Clerk - Bay Le Sage.

Guests – Sharon Wilson, John Ginn, Ken Feldman

Opening prayer – Dorothy Gibson

Sharon Wilson-Search committee co-chair, meeting weekly, Mirabella Maeve Wyatt leading them. Ad has been placed in Episcopal News service and is listed at office of transitional ministries. They will pay for an ad to be featured in the last 2 weeks of the search window: Aug 29-Sept 12. Applications will come in late September. They are putting questions together. Vestry will get updates about what stage of process they are in. They have a \$2,500 budget for search and call.

Greg Kromholtz-Lighting \$4000 update. In May lighting fitted with new smaller power amplifiers. The cost of these has doubled. \$600 purchase of 2 still need 4. \$96 spent to replace all bulbs with LED.

Confidant that the Ebay purchase is reliable.

Andrew moved to have purchase increase from \$4000 to \$7000 for the power amplifiers and bulbs. (See original motion from May and Greg Kromholtz proposal.)

Dorothy Second

Unanimously passed

Kevin-July collapsed financials

\$9,645 less revenue than expected. 3 houses vacant

\$16,055 less expenses than anticipated. Couldn't get statement from Vanguard money market.

Kevin- Special funds report

Rev. Carola VonWrangle now paid out of Taize Fund rather than Supply Fund.

\$46,973.96 paid on mortgage

\$14672 rector call fund

Kevin will stay on the Vanguard people to get that statement

Capitol Endowment \$7000 above expected

Andrew moves that the general fund budget performance for July be approved

David seconds

Unanimously passed

Dan Catchpole moves to accept special fund report
David Gravelle Second
Unanimously passed

Ken Feldman- Mark Gargett is looking for that Vanguard statement as well.
2023 Parish Audit

Keith Hege, Terry Iadanza, and Kay Landis completed the Simplified Audit for Financial Review provided by the Diocese of Olympia. This covers January 1, 2023- December 31, 2023

This was done over May and June. They believe our financial statement is accurate. It was found that there is a need for better documentation. It is inconclusive whether our insurance is sufficient for our current property and contents. (p. 8 in audit). John Ginn is checking to see when our fire extinguishers were inspected. We need 2 signatures on checks, debit cards etc.

Asset inventory needed. We need to know what we have and how the maintenance is going. Altar guild items, organ, piano etc.

Older church records need to be digitized. Some things are on google drive. Donor permissions need to be documented in solid form. We need an action item list to track progress for completion. Diocesan rules for record keeping- 30 years. The beginnings of this are happening.

Still need a fireproof safe to keep baptismal records in. **Is someone looking into this?**

Ken and the financial committee believe that these recommendations are valid. Once the audit has been approved and it will be uploaded to the diocese.

Andrew moves to approve the 2023 Audit of St. Andrew's.
Lily second
Unanimously passed

David moves that the Finance Committee will compile the list from the audit, review and evaluate what needs to be done and recommend next steps. The vestry will delegate tasks and follow up on their completion.

Will second

Unanimously passed

Andrew will tell The Rev. Rachel Endicott and Leslie Mc Michael that the audit is uploaded.

Karla Koon ordination transition to the diaconate. She will be in vestry meeting in September. Letter for all vestry members to sign is in Senior Warden basket.

Dorothy- Vestry Fundraiser: Raise the Paddle and Raffle

Sent out email. Changing the spooky vibe to Glinda and sparkles. More announcements upcoming. Joel Nichols will work the karaoke machine. Mark Gargett orchestrating wine donations for blind bag raffle. No charge for admission. \$10 for a raffle ticket. Asking for people to recruit large donors to stack the audience. Raffle items will be things like jams and items common at the Celtic Fling and other contributions. Need people for set up and clean up. Need bartenders. Wine and non-alcoholic beverages and heavy appetizers will be served. Lily will announce at church on Sunday. Unsure if childcare may be provided.

Tabled- July minutes approval. Clarifications to Dan Cassidy's adjustment to rental agreements needed.

Andrew- Hosts needed Sunday August 25 Nave and room B 1pm -5pm. Seattle Festival Chamber Orchestra. Will and Andrew can host.

Andrew- August water bill 5x what is usual: irrigation pipe broke under sidewalk. Van Bobbit asked installer of irrigation system to repair it. Sacred grounds gardeners will be keeping a better eye on things in the future.

Andrew- 3 houses vacant. Two applications for First Ave. house look good. Vacant 1 month. Second house lost a roommate, but usually easy to rent. 7737 Brighton house is a concern had a lot of repairs, work will need to be done, and tenants in process of being evicted. May need to go into collections. Leases are 1.5 years.

Contemplative service- Hosts- Dan Cassady and Lily

Lily still has not heard back from Camp Houston.

Dan Cassady- Kick-off Sunday waiting for list, Will can help.

No lay ministries update.

Vestry Welcome Dinner for Newcomers: details coming

Listening session with Gretchen Hayslip Outreach Coordinator upcoming. A survey has been sent out. Please fill it out.

Susan closing prayer- 8:14