



**Approved - Vestry Minutes
Tuesday, October 15, 2024
6:39 pm – 8:30 pm**

Vestry members present: Andrew Benson, Cheri Peele, Mark Gargett, Lily Nichols, Diane Santiago, David Gravelle, Dan Catchpole, Analisa Conserti-Jones, Will Lewis, Dorothy Gibson

Vestry absent: Susan Wilbanks, Dan Cassady

Rector present: The Reverend Rachel Endicott

Clerk present: Bay Le Sage

Guests present: Accountant - Kevin Deffinbaugh, Karen Chartier, Greg Kromholtz,

John Pitts not attending as no new news from Search Committee.

Meeting Called to Order: 6:39 pm

Opening prayer – Lily Nichols

Kevin-Collapsed general financials

\$16,000 less than anticipated due to the 3 rentals being empty/ repairs

Funds will pick up at the end of the year as pledges come in

Less group receipts: \$2,953

Less building maintenance

More lighting to come in

\$1,194 less than anticipated in the year.

Audit account-

Not open anymore for CPA audit- no longer necessary. Change in leadership.

Taizé'- no changes to their fund. Now in General Operating budget.

January- September: expenses, part of Tim's salary, vocalists, and clergy.

Each service: \$1,435

Icon purchases, Facebook marketing, advertising, \$350 for clergy.

Paid vocalists keep the quality up.

\$23,000 growth as of September 30th in the Diocese Investment Fund.

\$8,902 that vestry can pull out for anything.

The church is in good financial health.

The diocesan assessment is 14.5% which is reported and paid one month behind.

!4.5% 1 month behind, deduct outreach and seminarians

Annalisa moves that we accept the general fund, collapsed financials, and the special funds report.

Seconded by David

Unanimously passed

Mark Gargett- Operating Budget

Revenue trough with 3 empty rentals. Less \$8-10,000 per month

Part of November, some rented in October. Projecting under budget. One house is leasing November 15th. Assuming the rest leasing by mid-November so income in mid-December. Ending the year in the red in overall reserves. Church is ok but not stellar- why we have reserves.

Mark- finance Committee-

Budget and stewardship special funds report:

Audit fund as above, didn't need to spend it since the rule changed. \$10,500 transferred to general fund reserves (recorded in Finance Committee).

Mark Gargett moved that the transfer of the balance of \$10,500 in audit special fund be moved to the General Reserved Fund and eliminate the audit special fund.

Dorothy 2nd

Unanimously passed

Rental: \$15,156 loss in rental revenue. Property tax due at the end of the month. Excess of rentals in the area. We budget 1 rental empty for 1 month per year. This year was odd, and it was not easy to find new tenants.

Mark- Special fund St. Steven's sister church in Uganda. Long-term relationship, we have this money sitting in the fund that has not been dispersed. Recommend we get back in touch with this church to see if they are still around, send the funds, and close this account. Allison Stage is in touch with former members of this church. Last contact May 2024. Reaffirm that the money will be spent as intended. Capitol? Scholarship? Possibly for the bathroom.

Mark proposes that we table this until November to investigate details with St. Steven's. Cheri will be vestry contact and will work with Alison on details.

Greg Kromholtz-

Talked about lighting upgrades, working with John Ginn. Bulb shopping tested one that fits well, but \$30 per bulb. Able to get discount with commercial pricing and will get discount on power amplifiers as well. May need up to 4 power amplifiers. They will test. Lutron says we might overload, going over the specs for fewer power amplifiers will save money and effort. We have 4 power amplifiers and one graphic eye, and old wiring that drives the amplifiers. Can only drive 3 new ones on current wiring and may need to run wiring from upstairs to downstairs. People at Lutron say we can use 5 but won't put it in writing. Wiring to be finished in mid-November.

Andrew moves to approve an additional \$500 (and prayer) for Greg and lighting with a friendly amendment.

Lily 2nd

Unanimously passed

Andrew Benson moves to approve the minutes of September 24, 2024.

Will 2nd

Unanimously passed

Karen Chartier representing the Sacred Gound Committee joined the Vestry meeting. Karen took us to the site (outside steps to the northwest side of main entrance of church) and shared the Committee's views on why a 2nd railing is being requested after which she left the meeting. The Vestry also reviewed the recent recommendations from the diocesan property safety assessment conducted on July 30, 2024. In the safety assessment, St Andrew's was written up for a LACK of a stair railing on Multipurpose Room A's exterior concrete steps to the parking area (on the east side of the building). This is not in compliance with the fire code and could affect our insurance. There were no other stair safety railing issues called out in the report. After discussion, the Vestry voted to address the railing outside the Multipurpose room and to not fund the railing outside the church's front doors because there is a railing there presently.

John Ginn will get back to us about the stairs to nowhere on the east side of the church by the parking lot.

Vestry fundraiser: Dorothy, Lily, Dan Cassady, Diane Santiago, November 16, 2024. "Celtic Swing", Wear sparkles/ tartan. Joel has reserved a karaoke machine, Bill Yunker will run it. Possible wholesale wine through Diane at Space Needle. Mark running the auction. Three teams will offer to host dinners at their homes for about 12 people. Post-holiday season events/tastings. Dorothy is sending out emails (will be out of town until November 6). Expect attendance of 60 people. No childcare. \$20,000 goal. Vestry to sign up for heavy appetizers/sweets. Individual sign-ups for the events at people's homes \$50 a seat. Fundraiser to support the operating budget. No highland dancers. Beautiful non-alcoholic drinks as well. Need bartenders, set up, and clean up. Can pledge online as well.

Rachel- Evening prayer on November 5th in the nave.

Reminders to vote in the newsletter. Church involvement in politics? State position on initiatives and host a town hall forum.

Stewardship-Will

Ingathering November 24th, Mark and Will announcing from the lectern during all 3 services. Mark writing a letter to go out for stewardship. Dorothy and David Gravelle will also speak for stewardship. Envelope stuffing will be needed. Leslie has found some stamps.

Andrew- rentals

- 7732- 1st Ave - rented moving in mid-November
- 7737 2nd Ave - Brighton House rented
- 7741 2nd Ave - rented

- 7745 2nd Ave - not rented

The diocese does not want to own or maintain our online domain so fee for site hosting of \$17 is being transferred.

Taizé'- Andrew, Dan Cassady, and Mark will host set up and clean up.

Host needed for Piano concert check with Leslie.

Vestry replacements needed by January- Lily is working on a list. Andrew Benson, Susan Wilbanks, and David Gravelle are leaving. Diane Santiago could run again since she took the place of a vestry member who could no longer serve.

Closing prayer-Will- 8:30

Addendum:

Rachel-Walking tour- Lights: black button by green light on panel in staircase up to chapel. Thermostat by piano but takes hours to heat the nave, call Leslie by 2:30 to turn heat on for evening events. Afterwards, it will reset to the usual timer. Key for room A attached to soup ladle in first pew on west side of the choir. The chairs and the altar all have blue dots to show where they are to be returned. You can ask people to put things back. Leslie has stanchions to use to block areas that renters of our spaces have not paid for. Hosts will be sent a list of areas the renter has rented. Key for the trash is by doors by Leslie's office and kitchen back doors. Any food trash must go out. Dumpsters are emptied on Wednesdays. Lock dumpster chains securely with shortest length of chain possible. Make sure all doors latch securely. Still having problems with doors latching properly.