

St. Andrew's Vestry Meeting
In-Person: College Club boathouse

July 22, 2025, 7:30 – 8:00

Vestry Minutes - Approved

Attending: D. Cassady, A. Conserti-Jones, M. Gargett, W. Lewis, C. Peele, D. Blindheim, V. Day, C. Stahl, D. Catchpole

Not present: D. Gibson, L. Nichols, D. Santiago

Rector: Kendall Haynes

Guests: None

After a call to order and opening prayer, vestry moved on to agenda.

- Action Items:

- **Vestry meeting minutes for 5/20/25** were not available for approval, so their approval was moved to the agenda for the next meeting on 8/19/25.
- **Vestry meeting minutes for 6/17/25** were reviewed. M. Gargett moved to approve, D. Catchpole seconded. Motion passed 9-0.
- Vestry moved to next item, **Designation of Authorized Signers for Vanguard Money Market Account**
- Vestry **reviewed financial reports for June 2025, together with K. Deffenbaugh's** written narrative, attached separately to these minutes. M. Gargett moved to approve, V. Day seconded. Motion passed 9-0.

- Other Business

- Discussed fees & agreements for organ, piano & space for concerts etc. K Haynes described a general vision for these items, with a goal to increase community connections and reduce barriers to use.
- Vestry reviewed the Designation of Authorized Signers for Vanguard Money Market Account, the main operating account for St. Andrew's.
 - A. Conserti-Jones moved to approve the following resolution, and W. Lewis seconded:
 - *Be it resolved that the Vestry hereby designates the following individuals as authorized signers on behalf of St. Andrew's Episcopal Church for its Vanguard Money Market Account:*
 - Alyson Stage, Finance Committee Member
 - Vikki Day, Vestry Member
 - David Blindheim, Vestry Member
 - *These individuals shall have full authority to execute transactions, access account information, and perform all duties necessary for the management and oversight of said account in accordance with the Church's financial policies and procedures. This resolution*

shall remain in effect until modified or revoked by further action of the Vestry.

- There was discussion about the structure of the Vanguard accounts and possible change to a brokerage account in response to Vanguard discontinuing the currently-used financial product. The Vestry requests the finance committee recommend the type of investment account to use going forward.
- Mutual Ministry Agreement
 - As detailed in the employment letter of agreement with Fr. Kendall, a Mutual Ministry Agreement must be created to outline in detail three goals for the parish for the first year of Father Kendall's ministry, containing specific descriptions of the roles of Rector, Vestry, and Parish towards accomplishment of these goals.
 - V. Day moved to approve the following as the Mutual Ministry Agreement meeting the requirements of the Letter of Agreement. A. Conserti-Jones seconded. Motion passed 9-0.

Proposed goals – *red indicates a need for Vestry leadership with congregation participation*

- *Develop/review contingency plans*
 - *Inclement weather*
 - *Natural disaster*
 - *Political*
 - *501(c)(3)*
 - *ICE raid*
 - *Active shooter*
- *Liturgical ministry roles & training*
 - *Licensed preacher*
 - *Lector*
 - *Acolyte*
 - *Ushers*
- *Overall review of physical plant*
 - *Cleaning out nooks and crannies*
 - *Records and archives*
 - *Space evaluation & sign audit*
- *Integration*
 - *Identification of ministries*
 - *System(s) to join or sign up for activities and programs*
 - *Ministry Guide*
 - *Ministry Fair, 9/7*
 - *Active newcomer follow-up systems*
- Junior Warden Report – Will is focused on his work with the Columbarium, and is working with Sandy Pearson.

- Senior Warden Report – Cheri mentioned she is working on the integration of ministries and on the upcoming ministry fair. David volunteered to work with her on these efforts.
- Rector Report – Fr. Kendall reports that things are going well.
- Important upcoming dates
 - 7/27, Sound Alliance Leadership Training @ St. Andrew's
 - 7/27 - 8/2, Kendall out (seven vacation days)
 - 7/27, The Rev. Catherine Reid presiding and preaching
 - 8/10 - 8/16, Kendall out (seven vacation days)
 - 8/10, The Rev. Andrew Cooley presiding (Mark Blindheim preaching)
 - 9/7, Kick-off Sunday
- Annalisa Conserti-Jones led the closing prayer for this meeting.
- Senior Warden Cheryl Peele called the meeting to adjourn at 8:00 PM