

Grace Memorial Episcopal Church

Vestry Meeting Minutes

December 19, 2023

Members of the Vestry Present

Keri Beck (2025)

Roosevelt Carter (2026)

Andrew (Andy) D'Antonio (2024)

Sally Fraser (2025)

Yetunde Laniran (2026)

Bindhu Newell (2024)

Kevin Walsh (2025) Co-Sr. Warden, Rector's Advisor

David Waldow, Jr. Warden (2025)

Stephen Weeks (2024)

Jennifer Yeast (2026)

Clergy Present

The Rev. Martin Elfert

The Rev. Liz Klein

The Rev. Lara Halsey

Others Present

Warren Burkeholder, Jr., Treasurer

Charles McGee, Co-Sr. Warden, Meeting Chair

Kris Doty, Parish Manager

Alicia Perkins Lehrle, Clerk

Members of the Vestry and Clergy Absent

Myra Clark (2024)

Calvin Richardson (2025)

1. Formation

1.1 Opening Prayers

- The meeting began at 6:03 pm with a reading of the twenty-seventh chapter of Job in an abbreviated form of lectio divina followed by an opening prayer from Martin.

2. Items

2.1 Consent Agenda

- Charles asked for any corrections to the Consent Agenda. There were some corrections to the minutes, and Sally made a motion to accept the minutes as corrected. Warren seconded the motion. There was no further discussion, and the motion passed.
- Martin did not have any additions or comments for the Rector's Report.
- The proposed crash bars were briefly discussed, and David clarified the suggested placement for the crash bars. Additional bids and more information on crash bar requirements were suggested, and Kevin offered to inquire about the firm used by Trinity and will send information to David. Martin will also talk to the Fire Marshall for advice on having the doors secure but still safe for exiting.

2.2 Treasurer's Report

- Warren previously distributed the financial reports and explained the documents he provided to the Vestry and noted he was available for further questions and explanations. There was a brief discussion regarding the financial goals for Grace and the challenges.

2.3 Annual Stewardship Drive Updates

- Kevin said many pledges have been received but follow-up calls are needed to those who have not yet pledged. Martin noted that many thank you letters have already been sent, and follow-up letters are ready to go out.

2.4 Nomination of New Vestry Members

- Kevin said he has contacted Keri, Bindhu and Myra, who are all working on finding new Vestry members.

2.5 Angeline Berry and Hale McMahan Awards

- Kevin and Martin have discussed possible recipients for both awards and suggested Curt Germundson for the Angeline Berry Award and Jo Bronson for the Hale McMahan Award. Both suggestions met with approval. The awards will be presented at the Annual Parish Meeting in January.

2.6 Housing Allowance

- Martin asked that the Vestry move to set his housing allowance for 2024 at \$33,000. He noted this is a tax benefit available for clergy and has no effect on Grace's budget. Andy so moved, and Roosevelt seconded the motion. There was no discussion, and the motion passed. Martin said Lara will also need a similar motion by the end of the year, and she will look into the correct amount for her housing allowance. The Vestry will need to vote via e-mail on the motion, when presented, for Lara.

2.7 Adopting Policy Regarding Church School

- Martin asked that the Vestry move to adopt a policy, in compliance with Diocesan policy, for safe church practices regarding Church School and the Nursery. It was also suggested the policy be reviewed every several months. After some discussion, the motion was revised to read as follows:

In compliance with Diocesan policy, Safe Church, and best practices elsewhere, Church School and the Nursery may each be led by a single adult (i.e., there need not be two adults present). Church School and the Nursery alike shall continue in compliance with other best practices (i.e., doors are to remain unlocked; an adult is never to be alone with a child; all leaders, be they staff or volunteers, must complete background checks and Safe Church; ushers and/or the building steward will periodically "have eyes" on the rooms in which these activities happen).

Further, we shall research and implement appropriate adult-to-child ratios.

Sally moved to accept the motion as revised, and Stephen seconded the motion. There was no further discussion, and the motion passed.

2.8 Retreat Goals

- The Vestry Spiritual Retreat is scheduled for February 2-3, but the goals have not yet been established.

2.9 Parochial Report

- Kevin said the report has not yet been completed due to unforeseen circumstances earlier in the year, and he expects to have more information about the report at the next Vestry meeting.

2.10 Glass Studio

- Kevin explored other possible spaces for the Glass Studio with Nancy Entrikin but none were feasible. Discussions are continuing with Grace Institute about using the chapel again this year for the Glass Studio.

2.11 Other Business

- David was asked about repairs to the ceiling in the kitchen. The best way to effect the repair has not yet been decided, and David will be looking into the issue more after the holidays. In the meantime, a better way to alert people of the hazard was discussed and a sign on the door was suggested.
- Martin was asked if PHAME's intentions were known yet. As noted in the Rector's Report, PHAME has closed on their new building but expects to remain at Grace through 2024. He noted it was not too early to be exploring the possible uses of the space PHAME will be vacating.

2.12 Moment of Grace

- Andy played a lovely piano recording he made of a Christmas song.

2.13 Closing Prayer

- Lara offered a closing prayer, and the meeting was adjourned at 7:31pm.

Respectfully submitted,

Alicia Perkins Lehrle, Clerk