

**Grace Memorial Episcopal Church**

**Vestry Meeting Minutes**

**July 16, 2024**

**Members of the Vestry Present**

Keri Beck (2025)

Roosevelt Carter (2026)

Nancy Entrikin (2025)

Yetunde Laniran (2026)

Nora McLaughlin (2027)

Stephen Weeks (2024)

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

Lisa Westarp (2027)

Jennifer Yeast (2026)

**Clergy Present**

The Rev. Martin Elfert

The Rev. Liz Klein

The Rev. Lara Halsey

**Others Present**

Warren Burkholder, Jr., Treasurer

Charles McGee, Co-Sr. Warden, Meeting Chair

Nick Fox

Alicia Perkins Lehrle, Clerk

**Members of the Vestry and Clergy Absent**

Cameron Denney (2025)

## **1. Formation**

### 1.1 Opening Prayers

- The meeting began at 5:59 pm with a reading of the fortieth chapter of Job in an abbreviated form of lectio divina followed by an opening prayer from Martin. Following Martin's prayer, Charles extended a warm welcome to Nancy and Nick.

## **2. Items**

### 2.1 Safe Church Training Updates

- Charles reported for Sue and said there were 70 participants altogether for the recent Safe Church Training with 11 being from Grace. There will be an update in September from Sue after she has heard from the Diocese. Sue was heartily thanked in absentia for making this training happen.

### 2.2 Consent Agenda

- Charles asked if there were any corrections to the June Vestry minutes. There were none, and Warren moved to approve the Consent Agenda as presented. There was no discussion, and the motion passed.
- Yetunde expressed concern in the Jr. Warden's Report about the recent break-in and whether we've considered safety updates and a more proactive approach to security. It was noted Schuyler did a great job filling in for Lukas during Sunday services while Lukas was on vacation. After some discussion, Nick was asked to talk to Schuyler about offering some suggestions to Lukas for his monitoring of Sunday services. Liz reported the Safety, Security and Health team is active, and the parish received a good review from the City on a recent inspection of safety measures. There is space to do better, but the measures in place helped to minimize the recent break-in incident. A locksmith will also be consulted about the possibility of strengthening the locks on the double doors, and Nancy will talk to Jeff Ewen about the doors. Yetunde also reported someone is coming to advise about the dishwasher, and Nancy will meet with this person.
- Martin had nothing to add to the Rector's Report.

### 2.3 Treasurer's Report

- Warren reported there is a budget loss for the first 6 months of the year. He reviewed the report he circulated to the Vestry and noted the need for a discussion regarding making the budget information available for all who need the information. Roosevelt noted budget planning for next year's budget will involve all those in leadership positions and stressed the importance of working together. Progress has been made in comparison to 2 years ago.

#### 2.4 Finance Committee Update

- Roosevelt said the committee has completed the Gift Acceptance Policy and is now working on reviewing the investment policy with Trillium. There was further discussion about budget planning and the importance of involving leadership. Roosevelt said the committee will begin budget planning at next month's committee meeting. Warren added a note about the importance of also planning for income and the need for a strategy plan.

#### 2.5 Grace 2024 Gala

- After some discussion, it was decided the proceeds from the Gala should be split between the kitchen updates and the general fund. Confidence was expressed in the Gala Committee's ability to best communicate this to the parish and to allow the Gala Committee to decide the percentage of the split.

#### 2.6 Stewardship Committee Chairperson

- Kevin noted the need to find a new chairperson for the stewardship campaign and briefly outlined the tasks of the committees involved with the campaign. After some discussion, Roosevelt said he will speak to the parish during the campaign about the budget, and Nick, Warren and Martin will form the nucleus of the stewardship committee.

#### 2.7 Safety, Security and Health Committee Update

- Liz is moving forward with arranging CPR training with HSI, and there will be more updates in the future. Yetunde may have some resources for Liz to consider, and they will talk outside of the meeting.

#### 2.8 GMEC By-Laws Review

- Charles asked if we have enough Vesty members as per the by-laws, and Kevin said 9 are required and Grace has 11. Sam Schifferdecker is not able to serve as he did not realize the meetings were on a Tuesday, and he has a prior commitment for this day. He discussed this with Martin.

#### 2.9 Borehole Well Project and Dean Williams' Visit

- Charles reported the Dean's visit is going well, and the Dean spoke at Trinity last week where he was well received. He also preached at St. David's. Many donations have been received, and he will preach at Grace on Sunday. He begins his return journey to Liberia the next day.

### 2.10 Curate's Report

- Lara circulated her report prior to the Vestry meeting and added she hopes to make Halsey House a place of welcome and to help those in need. Polly has become a welcome part of their household, and there is another bedroom she and Schuyler would like to offer to someone else in need. There was some discussion about possible landlord/tenant issues, and Nick will contact the Diocese for guidance. There will be an update from Nick regarding his discussion with the Diocese at the next Vestry meeting.

### 2.11 Vestry Greeters Assignment Schedule

- Charles suggested using the Moment of Grace schedule as a guideline for Vestry greeters on Sunday mornings. After some discussion, a team of 4 for each month was suggested. It was also noted that new people are being welcomed regularly by members of the congregation.

### 2.12 Other Business

- Kevin said goal setting for the Vestry will be held on September 14 with Lisa Wynn from last year's Vestry goal setting meeting. More information will be forthcoming.
- Liz said there will be a panel discussion with Ann Crockett on October 7 at 7pm to discuss children in Palestine.
- Charles noted the Grace men's group sent flowers during the last year to several men whom they felt would enjoy and benefit from the gesture.

### 2.13 Moment of Grace

- Nora shared a thoughtful reading from *Prayer in the Night* by Tish Harrison Warren.

### 2.14 Closing Prayer

- Liz offered a closing prayer, and the meeting was adjourned at 7:42pm.

Respectfully submitted,

Alicia Perkins Lehrle, Clerk