

**St. John's Episcopal Church**  
**Vestry Meeting**

February 8, 2021 7:35-8:45 pm Via Zoom  
Minutes

1. 7:00 pm Opening Prayer (with Parish)

Attendance: Fr. Adam Trambley, Donna Billioni, Ron Gracilla, Barb Lipinski,  
Augie Santillo, Tracy Schliep, Donna Stamoolis, Vicki Barletta  
Absent: Melissa Baron

2. 7:35 pm Review of Minutes

Minutes were accepted on the motion of Barb, seconded by Donna B with the following corrections: Date of the meeting was 1-11-21. Spelling of the word "Position" under #3

3. 7:40 pm Vestry Organization

Fr. Adam announced vacancies resulting from the resignations of Eric Hetson, Barb Bogolin, and Katie Tingler.

Appointment of Unfilled Term (Tingler – 1 year remaining)

Donna Stamoolis was unanimously elected to fill the unexpired term of Katie Tingler. Motion by Tracy, seconded by Vicki.

- Vestry Covenant  
Members reviewed while Fr. Adam read aloud the Vestry Covenant. All members agreed to abide by the covenant. He then explained the duties and responsibilities of vestry officers.
- Senior Warden/Junior Warden/Clerk/Treasurer  
Fr. Adam nominated Tracy as Senior Warden, Donna S. nominated Barb as Junior Warden, Tracy nominated Vicki as Clerk, and Barb nominated Donna S. as Treasurer. Nominees accepted their nominations, nominations were closed, and the ballot was elected unanimously.
- Deputies to Diocesan Convention  
Donna B., Auggie, and Tracy were chosen to serve as delegates to the Diocesan Convention. Donna S. and Barb agreed to serve as alternates. Motion by Donna S., seconded by Tracy.

4. 8:00 pm Financial Topics

- Treasurer's Report  
Donna S., Treasurer, began with a review of the Statement of Financial Position. She pointed out the big picture in that there are adequate funds in the Checking Account to cover our ongoing expenses. She also explained how the Vestry moved last year regarding distributions from some of the investment accounts in that they are not being used as operating funds but instead allowing them to earn interest by reinvesting them into the Unrestricted Operating Reserve Account. This has been a success as we significantly increased the amount in that fund. Donna pointed out a couple of irregularities, deficit amounts under Liabilities and Assets, that she will review with Tina in the Church Office. These are most likely bookkeeping errors easy to track and correct.

Review of the Budget YTD Report shows that pledge income is a little down, not unusual for the beginning of the year. Also noted that some revenues we relied on in the past are affected by COVID-19 such as Plate Income and Building Use and Rental Income and have been adjusted for the 2021 budget. On a positive note, Expenses are also below budget. She added that not all pledges come in monthly; some are quarterly or yearly, so pledge income may catch up through the year. She emphasized that all Vestry members should feel free to call her or Fr. Adam if they have any questions or would like further explanations.

Treasurer's Report was accepted, moved by Vicki, seconded by Donna B.

5. 8:15 pm Building Issues

- Updates on Sanctuary Renovation

Fr. Adam announced that sanctuary renovations started today, 2/8, and are expected to continue through Easter. The plan is to begin work in the pew area, allowing use of the altar area for a virtual service in the coming week on Sunday 2/14. Jesse Fiske believes the reredos to be carved of limestone, not sandstone, and is testing options for its cleaning. Payment for 1/3 of work will soon be made.

Discussion of the recent parking lot drive-in service ensued with the comments being positive despite the challenges. Given its success and the unavailability of the sanctuary due to renovations, the plan is to initiate Sunday drive-in services beginning 2/21.

6. 8:20 pm Ash Wednesday/Lent

Ash Wednesday services on 2/17 will include a Facebook Live noon service as well as an evening Zoom service at 5:30 pm. The Diocese is offering a virtual 12 hr vigil service during that day.

7. 8:25 pm Concert Series

Fr. Adam and Ron reported progress in planning the concert series. The first concert featuring a harpist will be recorded and then broadcast in March. Bill Dodd will record, edit and prep for broadcasting. Ron announced that he will be recruiting local talent for the concert series.

8. 8:30 pm Other

Ron thanked Vicki for donation which provided for broadcasting of the drive-in service over radio.

9. 8:35 pm Adjourn

Meeting adjourned at 8:45 pm. Motion by Tracy, seconded by Donna B.

Next Vestry meeting March 8

Respectfully submitted,  
Victoria Barletta