

## St. Andrew's Episcopal Church Minutes for July 18, 2017

**Attending:** Roxi Adams, The Rev. Tony Anderson, Ben Bryan, Lee Hammond, The Rev. Diane Pike, Nancy Ponec, Shaun Rife, Eric Rodawig, Jim Schreiber, Lauren White, Sue Woodson

**Guests:** Michael Bauer, Dari Dornan, Ron Dunic, Eric Manley, and George Nauman

### **Opening Prayer and reflection:**

Diane opened with prayer.

### **New Business:**

Michael Bauer and the members of the Organ Committee presented a report on their work to date. They have completed Phase I: Education Phase. In this phase they studied the Biblical and Theological Foundations of Music and Organs in the Church; Organ Building; Evaluation of Options open to St. Andrew's. A report was prepared for the Vestry with their recommendation for action and asked for permission to move on to the Second Phase of the process.

Their **recommendation is to investigate purchasing a new pipe organ.** They also expressed their appreciation to the anonymous donor who has funded the Search Process.

*After much discussion, Lee moved and Shaun seconded moving on to Phase II. The vote was 8 in favor and 1 abstention.*

Michael requested the Vestry consider funding a **section leader for the choir.** He would like to build from the one current section leader to a total of four over the next three years beginning this August. The cost is \$3,000 per year per Section Leader. Michael requested the Vestry fund this amount for the 2017-18 year.

The Vestry decided to Table this decision until August to gather more information.

### **Approval of the Vestry June 20 minutes:**

The minutes for the June 20, 2017, meeting of the Vestry was reviewed for accuracy.

*Jim moved and Sue seconded that the minutes be approved. The vote was unanimous.*

### **Finance Report:**

The **finance reports for June** were given by Jim. The month showed us with a small negative balance for the month, but several large payments had been made during the month, catching up on some payments missed in the past due to Ginny's absence. One final set of catch-up payments, including payments to the clergy pension funds, were made in July so next month's balance will be accurate YTD.

The Finance Committee recommended to the Vestry that the church purchase two new boilers and building HVAC Controls for several reasons. The biggest reason is that the current systems do not adequately control the heating and cooling levels in the building and it needs to be done for the comfort of our parishioners. Also the current system and boiler are very old, outdated and inefficient.

*Shaun moved and Ben seconded that the Vestry accept the boiler (Grunwald 2017) and HVAC Sensor Controls (Engineered Controls 2017) recommended by the Finance Committee. The vote was unanimous.*

The method of funding the \$92,000+ project was Tabled until the August meeting.

**Rector Report:**

John is gone on his **sabbatical** from June 5 – September 5, 2017.

**Associate Rector Report:**

Diane asked that the minutes reflect her **deep appreciation that the St. Andrew's community pulled together this past weekend** to bring appropriate liturgy to three funerals and luncheons/receptions. People filled needed roles as ushers, torch bearers, readers, coordinating rifle men, and other tasks as needed without being asked. This reflects on the positive type of community we have here. The Vestry members commented positively on the way Diane handled a very challenging weekend filled with many needs. Her homilies were fresh and new for each service.

**Senior Warden Report:**

**Long Range Planning committee** has begun meeting and is looking at the three areas they feel need their attention. These are Ministry & Mission, Endowment and House and Grounds. They are working off the Chart of Dreams identified two years ago by the Parish and find some have been accomplished, some are in progress and some are awaiting better definition of what is needed to meet those dreams.

**Junior Warden Report:**

Lee reported on the **House & Grounds Committee work** so far. The committee has been expanded to three individuals – Jim Saunders, Lee Hammond, and Bill Ponec. They are looking at a care design for the whole structure. The first step in that process, handled by Jim Schreiber, has been soliciting bids for a thorough deep cleaning of the facility and then hiring a cleaning service to handle the care and cleaning of the church that our Sexton cannot do alone. Working with the Sexton and the woman that ECW hires to clean the kitchen monthly, the Committee and Jim Schreiber will make sure that the Cleaning Service will cover what is needed to be done daily, weekly, and monthly to keep the facility in good shape.

**New Business:**

Nancy presented the **"By Request Only" Fundraising Proposal** that Susie Thorne presented to the Vestry in writing.

*After discussion, Lauren moved and Sue seconded that the Proposal be allowed. The Vote was to approve.*

**Old Business:**

Jim Schreiber presented the information he received and general impressions of the three companies that submitted bids for the cleaning service. All three had been recommended by the Bureau of Better Business. His recommendation was that **Vanguard** be hired for the deep cleaning process, followed by the monthly cleaning contract. The Vestry felt the offered contract should be changed to a one-year agreement but could be accepted as an up to three-year contract. Then it should be let out for bids again, with Vanguard being considered as one of the bids if their service was as expected.

Nancy moved and Eric seconded that Vanguard be offered an up to a three-year contract. The vote was unanimous in favor of the motion.

**Committee Reports:**

None

**Other Business:**

The report on attendance for June was given.

**Closing Prayer:** Nancy closed the meeting with prayer.

Respectfully submitted,  
Ginny Winsor