

Vestry Meeting Minutes
Monday, February 17, 2025

Attendees

Robert Valente
Karen Meader
Quinn McCarthy
Jack Denison
Pat Schenk
Chrissy Cox
Alex Jacobs
Angie Yorath (by Zoom)
Wende Fox Lawson (by Zoom)
Rev. Ian Burch
Rev. Chana Tetzlaff
Tim Crum
Also attending
Kim Vender Moffat
Cory Daverman (by Zoom)

Apologies

Jeff Dykstra
Jack Butler
Sarah Helfers
Kim Hudson
Isabel Carpenter

The meeting was called to order at 6:02pm

Kudos were given for the Bishop's visitation, the attendance at and pace of the Annual Meeting, and Ian's notion of the parish walking before running which he stated during his Annual Meeting report.

Kim Vender Moffat and Cory Daverman presented proposals from the Endowment Committee on the *Operating Plan*, *Gift Acceptance Policy*, *Investment Policy Statement*, and *Donor Privacy Policy*.

- Discussion was had about the committee's recommendation to add language to the Operating Plan which specified at least one nomination for the Endowment Committee come from the Head of School. The proposal was presented as a way to ensure there is a broader spectrum of representation on the committee, but the vestry agreed the committee's present composition is evidence such language is not necessary. After a suggestion from Kim Vender Moffat, it was agreed by the vestry that the proposal should be amended to "Nominations to this committee will be sought from the Rector, Head of

School, and wider church and day school community.” and the amended proposal would be sent back to the committee for consideration before vestry approval.

- A motion was made by Alex Jacobs to approve the Gift Acceptance Policy, seconded by Robert Valente. The motion passed.
- A motion by Alex Jacobs to approve the Investment Policy Statement, seconded by Chrissy Cox. The motion passed.
- A motion was made by Alex Jacobs to accept the Donor Privacy Policy with the following amendments:
 - Specifying the number of years donor records will be retained as seven (7)
 - The contact for removing a name from the mailing list as Tim Crum, DOO.
 - ‘Relationships’ was added to the first bullet under ‘Information Collected’This motion was seconded by Karen Meader and passed.
- A motion was made by Chrissy Cox to approve the Conflict of Interest Policy with amended language to Article VI, “Each member of the vestry and endowment committee shall annually sign a statement which affirms such person...” This was seconded by Alex Jacobs. The motion passed.

The Senior Warden gave a report on Stewardship. The campaign is at 85% with 130 pledges. This amount is \$123,747 short of the goal. The Senior Warden and Rector are following up with those who have not pledged for 2025, as well as those who had unfulfilled pledges for 2024 and Close the Gap campaigns.

It was reported the Good Shepherds’ Society is planning an event for the end of April to publicly share Endowment Fund information and begin courting donors.

The Senior Warden also shared that he and the Rector are working on the organization and practices of the parish’s committees. This includes asking them to share minutes, provide better transparency about meeting times, etc. A focus on better record keeping for the committees, Vestry and parish at large was emphasized.

The Senior Warden and Rector will be attending the EPN conference in Kansas City the last week of February. Suggestions for time, place and topics for the Vestry retreat were sought. The proposed timeframe for the retreat is March/April. Topics including new membership, service times, and a capital campaign were suggested.

The Associate for Children, Youth and Families presented her report, which was included in the vestry packet.

The Rector presented his report, which was included in the vestry packet. He provided additional commentary on his goal of better organizing the committees of the parish, and tying their work to the mission of the church.

It was suggested more work could be done to train acolytes to ensure they are performing to the expected standard. Their coordination during the Bishop's visitation was noted. It was also suggested that coat racks could be appropriated to the rear of the church for visitors to hang their coats during the winter months as the coat rack outside the Harding Room is too small and collapsed under the weight of many winter coats during the Bishop's visit. A question was raised about repairs to the steps and stones in the courtyard which were damaged during the carillon project. Tim Crum said he would investigate.

A motion was made by Alex Jacobs to approve the minutes from the December Vestry meeting, which was seconded by Wende Fox Lawson. The motion passed.

A motion to adjourn was made by Robert Valente, seconded by Pat Schenk. The motion passed and the meeting was adjourned at 7:58pm.