**St. Barnabas Episcopal Church Bainbridge Island, WA**

**October 15, 2023 Minutes of the Vestry Regular Meeting**

Vestry Members Present in Person—Steve Schmitz, People’s Warden; Brian Andvik, Property Warden; Laura Bainbridge; Tom Beierle; Michael Ditmore; Judith Hanna; Claire Hicks;

Mary Anne Smith, and The Rev. Karen Haig

Vestry Members Absent—Barbara Bolles

Others Present—Katherine Bolles, Chancellor; Kirk Eichenberger, Treasurer;

Rebecca Ditmore, Clerk

*Item Topic Speaker*

Call to Order: 11:55 a.m. *Steve Schmitz*

**1. Opening Prayer** *Steve Schmitz*

**2. Ministry Spotlight—Stewardship** *Kathy Anderson, Chair*

Kathy handed out copies of the annual campaign and budget information for 2024. The first goal is 100% participation so that everyone experiences the act of giving. The second goal is the pledge amount of $530K to get a balanced budget. The campaign will run for four weeks, and the congregation will be informed of our progress along the way. Vestry members will write thank you notes as pledges come in. The goal is to initially make things crystal clear as to where we stand and now move to speaking with parishioners about the joy of giving!

**3. Spiritual Reflection** *Rev. Karen Haig*

Rev. Karen asked that each person in the room commit to prayerfully reflecting on God’s work in their lives and on their financial pledge of support to St. Barnabas. All committed to do so.

**4. Approval of Agenda** *Steve*

* Motion: Amend the agenda as discussed. **MSP**.

**5. Approval of Minutes from September 17, 2023 Meeting** *Steve*

* Motion: Approve the minutes. **MSP**.

**6. Treasurer’s Report** *Kirk Eichenberger*

We are doing better than our yearly budget, but we are still in the negative for the year.

Revenues are up slightly for 2023, but not enough to cover cost increases. We are up in plate offerings and are hoping to that those folks will move to pledge. Expenses are up on housekeeping, utilities, and maintenance. Unrestricted funds in savings are being used to cover the deficit. We are down in restricted funds due to distributions in outreach.

* Motion: Approve the report as presented. **MSP**.

**7. Old Business**

**7.1 Review of Tracking List** *Rev. Karen*

Items were reviewed.

**7.2 Personnel Update** *Rev. Karen*

Tom continues to serve as sexton, and Rev. Karen will send Steve the details he needs to advertise the position in local venues.

**7.3 Strategic Plan Update** *Rev. Karen*

Helene Schmitz is working with the committee and there are four goal areas (Worship & Formation, Stewardship, Justice, and Life in Community) with subgoals being organized and prioritized. Committee members are reviewing the items and prioritizing them. Once this portion of the project is completed, the lists will be presented to the vestry for discussion and approval.

**7.4 Endowment Name Change** *Tom Beierle*

The is regarding the emergency reserve endowment (TTEE – Trustees Emergency Endowment). The thought is to see whether this could become a legacy giving fund. The Finance Committee will review the information we have as well as the information Tom is procuring from the diocese and will make a recommendation to the Vestry.

**7.5 Stewardship** *Rev. Karen*

This was discussed in the presentation by Kathy Anderson.

**8. New Business**

**8.1 Community Volunteering** *Tom Beierle*

Pursuant to Rev. Karen’s request that the Vestry lead St Barnabas in actively working to enrich the Bainbridge Island community, and beyond, Tom presented the Bainbridge Community Foundation’s needs assessment and is interested in determining how to meet those needs. In 2022 they made over 700 distributions of over $3 million to the community. There is a need for support amongst the nonprofit sectors, and there is an opportunity for St. Barnabas to help coordinate resources to aid these nonprofits. The thought is that we encourage people in the parish community to get involved in the larger community, as representatives of St. Barnabas. Tom distributed literature for review and asks vestry members to come in with ideas for how our membership can to contribute to these needs in time for the next vestry meeting. Rev. Karen asked that a comprehensive plan be put in place prior to acting on this work and that it not be done in bits and pieces. She also asked that Tom introduce her to the ED of the Bainbridge Foundation so that she has the opportunity to hear directly from him.

**8.2 Grant Status Updates** *Rev. Karen*

Cameras will be installed soon. The internet connection for the church needs to be evaluated for speed (Michael will do that after receiving a comcast bill for review).

Rev. Karen hopes to be able to meet with parents before the end of the year to complete a needs/wants assessment and to begin the work of calling a family ministry coordinator. Work on the Walking Tour/brochures is ongoing.

**8.3 Vestry Candidates for 2024** *Rev. Karen*

Judith, Laura, Barbara, and Brian are going off. Potential vestry members were discussed. Please think about the gifts of the people who are leaving and who would be good for their positions as this will be discussed in the next few meetings.

* 1. **Conditional Testamentary Gift from Roger Fredericksen** *Kathy Bolles*

Beloved parishioner Roger Fredericksen died and left a testamentary trust which leaves his estate to care for his partner until the partner’s death. As allowed by the trust, the Bainbridge house was sold and a condo was purchased in Seattle for the partner. The partner would now like to move to Tucson. The chancellor recommended that the vestry accept the original gift, and then approve, as requested by the partner, that the Seattle condo be sold with the proceeds of the sale being used to purchase a home in Tucson for the partner and cover his moving expenses so that the partner can move to a warmer location with a lower cost of living. The partner is further requesting that, instead of receiving the designated $3,000 monthly stipend, St. Barnabas allow him to accrue those monies in the trust, which would then be distributed to the partner when he sells the Tucson home at the rate of $3,000 per month for each month he lived in the Tucson home. He would then receive no other funds from the trust after that and St Barnabas would receive the residuary, if any, left in the trust.

* Motion: Accept the testamentary gift as presented and approve the amendment. **MSP**.

**8.5 Music Director Contract** *Rev. Karen*

The new music director’s contract is very simple since most terms are covered by the personnel handbook. The new music director has requested that a severance clause be added to her contract since, in the Episcopal church, staff offers the courtesy of resignation when a new rector is called. If the music director’s contract was not renewed (not for cause), due to a rector leaving, the music director will be given one month of severance pay and benefits for every year of service, with a cap at six months of severance pay and benefits. The unanimous support of the vestry members is for Rev. Karen to proceed with the contract including those terms. The chancellor will insert that into the contract language.

**8.6 Welcoming New Parishioners** *Judith*

We have lots of volunteers and we need to support them in using their gifts. This will be further discussed in executive session.

**9. Parish Chancellor Update** *Kathy Bolles*

The chancellor has no additional report at this time.

**10. Action Items** *All*

*Rev. Karen*

• Send job description for sexton to Steve.

• Send Michael a copy of the Comcast/Xfinity invoice.

*Tom*

• Present the Finance Committee’s renaming of Emergency Fund at next meeting.

*Kathy*

• Finish the new music director contract.

• Send vestry approval of testamentary gift to Fredricksen trustee.

*Michael*

• Finish installation of church video equipment.

*Steve*

• Take sexton job ad to local home improvement center bulletin boards

*All*

• Review Bainbridge Community Foundation and discern how we can help the

organizations involved in this program.

• Think about how we welcome people.

• Turn in your pledge forms.

• Consider who in the St. Barnabas community are potential vestry members for next year.

**11. Closing Prayer** *Steve*

**12. Executive Session**

**13. Adjournment** *Steve*

* Motion: Adjourn at 2:22 p.m. **MSP**.

Faithfully submitted,

Rebecca Ditmore

Rebecca Ditmore

St. Barnabas Episcopal Church Clerk