

September 24, 2017

St. Luke's Episcopal Church (Anglican) (Revised)

Minutes of St. Luke's Vestry Meeting held on September 24, 2017

In attendance were the Rector, Rev. Victor Morgan, Rev. Ron Wikander, Sr. Warden Jim Yacavone, Junior Warden Rodney Allen, Treasurer Meredith Yacavone, Vestry Members Neil McDonald, Roger Johnson, Pat Dearing, Rosanne Johnston and Vestry Member/Clerk Tony McConnell. Absent was Vestry Member Susan Lipham.

Meeting was called to order at 11:20 AM followed by prayer offered by Rev. Morgan.

1. A motion was made by Jim Yacavone and seconded by Neil McDonald to accept the minutes of the August 27, 2017 Vestry meeting. Motion carried.

2. Treasurer's Report:

Treasurer Yacavone reviewed various financial reports with Vestry Members. The Treasurer stated that \$4,550.00 was transferred from the Reserve Account to the General Fund to pay for the repairs to the Church's steeple. After a brief conversation regarding general financial matters, a motion was made by Tony McConnell and seconded by Neil McDonald to accept the Treasurer's report as presented. Motion carried.

3. Junior Warden's Report:

Junior Warden Allen stated that repairs to the steeple are complete except for placing and attaching the cross. (See item 4.a)

4. Old Business:

a. Repair/replacement of Church Steeple:

Neil McDonald stated that a beautiful red cedar cross has been fabricated by

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Jerry's Furniture at a total cost of \$50.00, which is being underwritten by the St. Luke's Men's Group. Neil is applying a clear coat preservative and anticipates that the cross will be installed within the next day or two.

b. Preparations for St. Luke's 30<sup>th</sup> Anniversary Picnic:

Neil McDonald reviewed the on-going preparations for the 30<sup>th</sup> Anniversary picnic scheduled for October 22<sup>nd</sup>. The Sr. Warden requested that the clergy keep emphasizing the "fellowship" aspect of the event.

5. New Business:

a. Tony McConnell expressed the need to hire an administrative assistant to provide much needed administrative support to the Rector and perform general office duties. The Rector stated that there is a possibility that another parishioner may be available to fill the position. The Rector said he should have more information within the next few days. After a lengthy discussion regarding budgetary concerns, the need for a written job description and office operations and challenges, a motion was made by Jim Yacavone and seconded by Neil McDonald to begin a search for a qualified candidate, once a working job description has been developed. Motion carried. The Rector and Vestry Member Tony McConnell, in conjunction with Lynn Pigott, will develop the job description and begin the search process.

b. The Sr. Warden stated that it is not too early to open discussions and start the process for constructing the 2018 Church Budget. The Budget Committee will consist of the Rector, Rev. Victor Morgan, the Sr. Warden, Jim Yacavone, the Jr. Warden, Rodney Allen and Treasurer, Meredith Yacavone.

6. General Discussion:

Vestry Member Neil McDonald asked if the Church has a valid 501.c.3 letter defining Saint Luke's as a non-profit entity. Junior Warden/Chancellor Rodney Allen stated that we do have the required document.

3.

Having no further business, a motion for adjournment was made by Jim Yacavone and seconded by Pat Dearing. Motion carried. The next regularly scheduled meeting of the Saint Luke's Vestry will be at 11:30 AM on Sunday, October 29, 2017. Meeting was adjourned at 12:15 PM.

Respectfully Submitted,

Verger Tony McConnell  
Vestry Clerk