

Regular Meeting of the Vestry

July 18, 2023

Present: Christine Abbott Elisa Hughes
Kathy Barzilla Alysoun Marks
Michelle D'Antuono Sue Lane McCulley
Melissa Hamon Christine Powell
Mary Anne Helms

- I.
 - A. Alysoun opened the meeting with a prayer at 6:32 PM.
 - B. The Agenda was approved on a motion made by Alysoun and seconded by Kathy.
 - C. The minutes of the May meeting were approved as written on a motion made by Alysoun and seconded by Melissa.
 - D. Announcements and discussion included
 1. Discussion of the upcoming calendar
- II.
 - A. Senior Warden Alysoun reported on the following:
 1. To keep track of our newcomers, it was decided that the Vestry Person of the Day will collect the visitor cards from the offering plate and either send a not or an email to the newcomer acknowledging their visit or give it to another vestry member to complete the contact.
 2. Melissa will make new "Welcome Bags" for visitors.
 3. Alysoun asked Melissa if she would be willing to conduct Newcomers Classes if new members sign up. She agreed and Alysoun will make announcements to see if there is an interest.
 4. We are scheduled for supply priests through the end of the year. Alysoun will have Kim Hart start scheduling for January, if needed.
 5. Texas Congregational Disaster Readiness has asked if we would participate in operating a "Cooling Center" on Sundays that will have a heat index over 108 degrees. After discussion, it was agreed that we will have couples volunteer to "host" the cooling center from 11:00am-6:00pm and limit the area to the Parish Hall. Water and snacks will be provided.
 6. We will have a Trunk or Treat from 4:00pm-6:00pm on Saturday October 21. Bill Abbott has volunteered to run a photo booth and we may have a bouncy house and hot dogs. Approximate budget will be \$1000.00. The Trunk or Treat committee is Alysoun Marks, Mary Anne Helms, Christine Powell and Melissa Hamon.
 7. We plan to participate in Miracle of Morton Street. We will do promotional water bottles, a craft booth for kids and have church promotional items. The planning committee is Alysoun Marks, Christine Powell and Mary Anne Helms.

B. School liaison Michelle reported:

1. She thanked all of those who have helped or offered to help clean out the school.
2. The school computer was given to Jerri Carington for her to continue performing administrative duties (payroll, paying bills, etc) due to the computer already containing the required software needed.
3. Most of the classrooms and office space have been cleaned out and organized. There will be 15+ boxes of sensitive documents to be shredded.
4. Preschool supplies will be donated to Small Steps Nurturing Center in Houston (Sharpstown area), which is an outreach program of St. Luke's Methodist Church in Houston. Will see if they also want the outdated iPads and computer that have not been used in several years.
5. School supplies will be donated to the DOK Back to School fundraiser
6. The "TO DO" List for the school has been given to Kim for maintaining the school classrooms, equipment, and playground.
7. Michelle continues to clean out and organize financial, staff and student files that will be kept according to Diocese and/or Licensing retention schedules. These files, as well as other supplies will be kept in the Directors office, which will remain locked.
8. School library books are being organized and indexed so we know exactly what we have.
9. Still need to clean out upstairs supply room shelves and outback.
10. Michelle sent Thank You cards out to the Yates and Richey's for the support of the school and church over the years.

C. Treasurer Michelle presented the treasurer's report:

1. The diocese asked her to do a report comparing the 2019 budgets through 2023.
 - a. 2022 Contributions compared to 2019 was up 5%
 - b. 2023 (through June) compared to 2019 in down (8%)
2. Our mediation with Fort Bend County to determine the total cost of the new Reading Road coming through our property was delayed due to errors in the Appraisal. We hope to have mediation early to mid-August.

D. Junior Warden Elisa Hughes reported that

1. The leak (condensation) in the server room has been repaired and the ceiling tiles replaced.
2. There is no ventilation in the fire pump room in the "outback". In the near future, vents will be installed in the garage door of the pump engine room.
3. The black tank repairs are coming along, and painting is about to commence.

4. Rob Hamon will be contacted to analyze an affordable way to replace the can lights with LED's.

5. The water sprinklers were left off for 2 weeks. Elisa will look at what plants need replacing and they will be replaced on the October 7 and 14 Spruce Up days.

6. The property needs security cameras and it was approved for the junior warden to get estimates.

E. Chris reported she sent out letters to all Youth Christian Formation families to let them know about the upcoming fall classes. She also added on an Outreach note, that the JDRF campaign for this year is up and running and she has already received donations. We also plan to send a contingency from St. Mark's to participate in the walk.

F. Alysoun reported that the Brown Bag sessions are still going. Rob Hamon will begin Adult Formation classes again in the fall.

G. Alysoun reported that all is going smoothly with the newly formed Search Committee. They are meeting weekly.

H. Mary Anne reported that she is still working on her spreadsheet of previous outreach activities. The DOK is currently collecting school supplies. The Sewing Guild meets in the summer and continues sewing for outreach projects.

I. Kathy announced we have 3 lay persons ready to step in for morning prayer if clergy happen to cancel. Those persons are Jim Osoba, Jim Duke, and Rob Hamon

III. A. Alysoun closed the meeting with a prayer at 8:30pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Melissa Hamon". The signature is written in dark ink and is positioned above the printed name.

Melissa Hamon