

## **St. Mark's Episcopal Church Vestry Minutes**

**August 20, 2019**

**Attending:** Reverend Susie Comer, Chris Abbott, Isobel Gotschall, Kim Janke, Brad Knecht, Bettye Newberry

**Absent:** Vince Arnold, Brandon Fletcher, Lee Leaman, Faith Fidelis-Ojah, Susan Hylton

### **Opening**

1. Opening prayer by Reverend Susie Comer.
2. Reverend Susie Comer called the meeting to order at 6:35 PM.
3. Motion to approve the Agenda as amended by Kim Janke and seconded by Brad Knecht passed unanimously.
4. Two corrections were made to the minutes: Under Committee Reports, 2.e., the name was changed from Kim Knecht to Brad Knecht and under Section 3.4.b., "resources" was changed to "volunteers". Motion to approve the amended minutes of the July 2019 meeting by Kim Janke and seconded by Bettye Newberry passed as amended.
5. Review of the calendar resulted in the following additions:  
October 4-5 is the Women's Retreat.  
October 18-19 is the Men's Retreat.  
Vestry nominations and election will be October 20 at 10:45 AM so as not to interfere with Christian Formation time. Brad Knecht suggested that a Vestry 101 session be held prior to the elections for those who are interested and/or willing to serve on the Vestry.
6. Bill Brawn contributes money with some regularity for the refreshments on Sunday morning. As there is no line item in the budget for such a contribution, Isobel Gotschall does not know the amount or frequency of the contributions nor does Bill Brawn receive a statement. Presently, refreshments are supplied by volunteers and are not a line item, and this situation seems to be working well.
7. Kim Hart has been looking at and for websites that have mobile applications for the Communications Committee. Carolyn Moen will take over this responsibility when she returns.
8. In order to foster stewardship, Alysoun Marks on October 6 and Jon Eiche On October 13 will prepare dinners that will be held immediately after the 11 o'clock service.
9. Susie Comer and Isobel Gotschall presented information about a program that could become an outreach ministry for St. Marks. An organization named Fort Bend County Family Outreach secures names of homeless families from local schools. There are twelve churches on the other side of the Brazos River that are providing food and shelter to these families for one week four times a year. The recipients arrive at the churches at 7:00 PM, are fed dinner, and provided sleeping arrangements with lights out at 9:00 PM. They are picked up at 5:00 AM and taken to a day shelter for breakfast. The children are then taken to school, and the adults are helped in a variety of ways to secure jobs so that the families can become independent and stable. Vestry members raised concerns about the safety of the building and the contents of the building; however, the Vestry believed that further investigation should be done. Chris Abbott and Isobel Gotschall will go visit one of the churches already participating—perhaps New Hope Lutheran in Missouri City and/or All Saints in Stafford.

## **Committee Reports to the Vestry**

1. Strategic Planning Committee—no report.
2. Administration Committee
  - a. Senior Warden's Report
    1. Brad Knecht stated that the Vestry should be an oversight committee and get out of so much micromanaging. He gave examples of functioning committees such as a Finance Committee, an Outreach Committee, a Property Committee, a Church Life Committee, etc., each chaired by a member of the Vestry but composed of members of the congregation. He proposed that the Senior Warden be an *ex officio* member of each committee. Kim Janke suggested that Brad Knecht and Reverend Susie Comer present a list of committees to the Vestry for consideration.
  - b. Finance Report

A report will be attached to these minutes.
3. Property Committee
  - a. Junior Warden Report
    1. The fire alarm, smoke detectors, and sprinkler system have been updated and are in working order; the cost of the updates is slightly less than \$2,000.
    2. The water will be sampled on August 21.
    3. The elevator inspector needs to make an inspection.
4. Ministries/Mission Committee
  - a. The EYC fall schedule has been set up by Chris Abbot, Susie Comer, and Brandon Fletcher. Reverend Susie Comer thanked Chris Abbott for making contact with Calvary Episcopal for a way to have events with them.

## **Rector's Report**

1. Reverend Susie Comer gave a brief financial report: Deposits were \$16,740, expenses were \$11,104.76, and the bank account balance is \$20,833.49.
2. Reverend Susie Comer enjoyed her vacation even though she returned with a fractured foot. She expressed her thanks to Kristin Sullivan for doing Supply while she was gone.
3. The school financials are the same as from last month except that they have added two more students and have had three tours with more tours scheduled. Melissa Hamon has been hired as the school chaplain. Seven more teachers and assistants have been hired.
4. Reverend Susie Comer thanked Betty Newberry for making the chicken spaghetti meals.
5. Gospel bearers and crucifix bearers are needed at the 9:00 AM and the 11:00 AM services.

6. Inspections have been done with only a few minor issues that Reverend Susie Comer and Kim Janke are taking care of.
7. To the best of Reverend Susie Comer's knowledge, nobody is in the hospital.
8. The church has begun home Eucharist visits once again with the goal of being able to pair people with each other. The Wyatts have been paired with the Burns for a long-term relationship.
9. Sunday, August 25 is the Ministry Fair. Vestry members should circulate among ministry leaders, giving them support. Isobel Gottschall will contact the Meals on Wheels administrator to see if he can come.
10. Six adults and three children came to the Confirmation Retreat on August 17. Reverend Susie Comer has a plan in the works to get another adult and three more youth trained.
11. Reverend Susie Comer strongly supports what Brad Knecht had to say about functioning committees that meet on a regular schedule at the church. She will stop in, sit in, and help as she can.

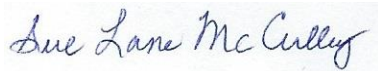
#### **Thank you notes**

1. Note to Charlie Yates and Melissa and Rob Hamon for the Confirmation Retreat.

#### **Closing**

1. Compline was led by Kim Janke.
2. The meeting was adjourned at 7:50 PM.

Respectfully submitted,



Sue Lane McCulley

August 31, 2019