

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

**April 16, 2019**

**Attending:** Rev. Susie Comer, Chris Abbott, Faith Fidelis-Ojah, Brandon Fletcher, Isobel Gotschall, Susan Hylton, Kim Janke, Brad Knecht, Lee Leaman, Bettye Newberry

**Absent:** Vince Arnold

### **Opening**

1. Opening prayer by Rev. Susie Comer.
2. Rev. Susie Comer called the meeting to order at 6:30 PM.
3. Motion to approve the Agenda made by Lee Leaman and seconded by Susan Hylton passed unanimously.
4. Motion to approve the Minutes of the March 19, 2019 meeting made by Lee Leaman and seconded by Brad Knecht passed unanimously.
5. Review of the calendar resulted in the following additions:
  - May 19—Chris Abbott suggested that the school certificates/awards and the scholarships be awarded at one service only. The vestry concurred, choosing the 11 o'clock service.
  - May 18—Meeting of ministry leaders to plan for the fall.
  - May 21—Next vestry meeting. Scribe Sue Lane McCulley announced that she will be unable to attend this meeting.
6. The vestry noted the need for more lay people to participate in the services and the need for acolyte training. The vestry agreed that a team approach with designated team leaders would work well. Rev. Susie Comer will secure a coordinator to organize and track the teams.
7. It was ascertained that there will be enough desserts for the Gala.
8. New vestry members were reminded to undergo Safeguarding God's Children training.
9. The water well is currently under contract to test the water monthly and to fix any and all issues arising from the quality of the water. After some discussion about the feasibility of church members doing the testing, the vestry decided to renew the contract at the same rate of \$200 a month because the company will perform any follow-up that may result from the testing.
10. Rev. Susie Comer will get flowers for Kim Hart on Administrative Assistants Day, April 24.

### **Committee Reports to the Vestry**

1. Strategic Planning Committee—no report.
2. Administration Committee
  - A. Senior Warden's Report

Brad Knecht reported that the recent strategic planning survey has generated talk among parishioners to the effect that communication was lacking. He will announce to the congregation that he is available as the vestry representative between the two services on Sundays. The vestry generally agreed; a committee will be formed to address the issue.
  - B. Finance Report

A motion to accept the Treasurer's Report was made by Susan Hylton and seconded by Brandon Fletcher; the motion passed unanimously. The report will be filed for audit. The

report will be emailed to vestry members. Brad Knecht commented that the operating budget is tight, but expenditures and income are on track.

3. Property Committee

A. Junior Warden Report

1. All lights have been repaired or replaced, and the timers have been set.
2. The church sign is going up on April 17.
3. The county has completed what it was supposed to have done, for example, the driveway and the sign on church property.
4. The Reading Road project will begin September 2019 at the St. Mark's end. The church needs to see the plans for ingress and egress so that parking lot(s) can be planned. A. Meyers Road will be opened within a week (from April 16), and there is a planned signal for A. Meyers Road and FM 762.
5. A price of \$450 a month has been negotiated for mowing and lawn service.
6. The IT transition is complete.
7. Susan Hylton observed that the sanctuary is not particularly clean (food particles and cookie crumbs). An announcement will be made to deter people from bringing food and drink into the sanctuary. Susan Hylton also made the suggestions that the Vestry ask for volunteers to clean after the Sunday services as a blessing to the church.

4. Ministries/Mission Committee

Chris Abbott encouraged the vestry to watch the Lenten Madness video where the St. Marks' pep rally was highlighted. She noted that two scholarships will be given to graduating seniors this year. She also remarked that the sexton's grandson is also graduating but from a non-Fort Bend ISD public school.

5. Rector's Report

The rector's report will be emailed separately.

**Thank You Notes**

None to be sent.

**Closing**

- A. Compline was led by Isobel Gotschall.
- B. The meeting was adjourned at 8:35 PM.

Respectfully submitted,



Sue Lane McCulley

May 7, 2019