

## St. Mark's Episcopal Church Vestry Minutes

May 28, 2019

**Attending:** Rev. Susie Comer, Chris Abbott, Brandon Fletcher (by phone), Kim Janke, Brad Knecht, Lee Leaman, Bettye Newberry

**Absent:** Vince Arnold, Faith Fidelis-Ojah, Isobel Gotschall, Susan Hylton

### 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 by Lee Leaman and seconded by Kim Janke passed unanimously.
4. Correction of previous minutes amended the phrase Safeguarding Children to Safeguarding People. Motion to approve the amended minutes of April 2019 meeting by Brad Knecht and seconded by Lee Leaman passed unanimously.
5. Review of the calendar resulted in the following additions:
  - Chris Abbott handed out a calendar of Christian Formation classes.
  - A date for the vestry elections will be set at the next meeting.
  - There will be no vestry meeting in June 2019.
6. Brad Knecht summarized the Ministry Leaders Planning Meeting stating the leaders split into two areas of focus—outreach and improving worship service. The group discussed acolyte training and forming usher teams. Brad Knecht will head up the usher teams with the goal of having training and scheduling in place by the end of the summer. The group also talked about Thanksgiving dinners for needy church families, but no resolutions were made.
7. With regard to communications, it was noted that not everyone looks at email and the church website; texting and phoning need to be added to types of communication. Chris Abbott said that the photos on the church website are outdated, and a general discussion of the website ensued with the conclusion that the entire website needs updating and “sprucing up.” Brandon Fletcher suggested looking at the website for St. Catherine’s Episcopal Church in Missouri City. Brandon Fletcher also suggested GroupMe.
8. The topic of hurricane preparedness was discussed. Brad Knecht informed the vestry that there is a document for the church campus with regard to hurricanes but not one for the safety and well-being of the congregants. The question arose about the possibility of opening the church as a shelter.
9. Lee Leaman requested that discussion of the water well be carried over to the next meeting.

### Committee Reports to the Vestry

1. Strategic Planning Committee—no report.
2. Administration Committee
  - a. Senior Warden’s Report
    1. Brad Knecht gave a report of the Minister Leaders Meeting (see above).
  - b. Finance Report

The costs of electricity and waste removal have increased; Brad Knecht will try to determine the reason for the increase. Lee Leaman moved and Brad Knecht seconded

that the treasurer's report be accepted; the motion passed unanimously. The report will be filed for audit.

3. Property Committee

a. Junior Warden Report

1. The fire sprinkler system has not been started since 2017. When Kim Janke tried to start it, the system wouldn't start because it needed new batteries. After Kim Janke replaced the batteries, there was still a fault code displayed which indicated a problem with the pumps. A repair company is scheduled to come out on May 29, 2019.
2. Kim Janke needs to get information on a tin roof's capability of suppressing rust.
3. Kim Janke will discuss the particulars of the lawn service with the provider.
4. The lock on the playground gate is rusted, and only school personnel have the code to get into the playground. Those facts may explain why the playground has not been mowed.
5. Mosquitoes have been sprayed for.
6. The big sign is done.
7. Work on Reading Road will begin in September. The road will go straight with no bend or curve. The parking lot(s) need to be addressed.
8. IT is complete except for the camera system. A retired IT expert is coming next week to assess the problem/issue.

4. Ministries/Mission Committee

- a. Chris Abbott emailed the Youth Information Contact Sheet to vestry members.
- b. The choir and the handbell choir will perform the national anthem at the Skeeters game on May 29.

**Rector's Report**

1. Reverend Susie reported that all hospitalized members of the congregation are now at home. She praised the DOK for keeping abreast of hospitalizations and for assigning a contact person for people who are ill or recovering.
2. Reverend Susie will take a week of vacation at the end of June and again at the end of July 28. Kristin Sullivan will provide Supply on June 30 and July 28.
3. The gala was a success making about \$32,000, and the school continues operating within budget.
4. Special events include a baptism on June 23 and a wedding on July 20.
5. Vacation Bible School is staffed in the rough sense with only a few spots here and there.

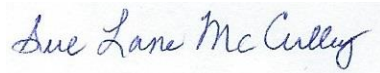
6. There will be mission and ministry dinners, family food fun on Wednesdays, and confirmation classes in August. Those interested in outreach should contact Jim Osoba.
7. A discussion about the enrollment at the school was initiated by Chris Abbott. Reverend Susie Comer answered that there were 20 enrolled. Chris Abbott then asked about a budget adjustment based on enrollment. Reverend Susie Comer responded that plans a, b, and c had been formed and would be implemented when actual enrollment was known.

**Thank you notes**—none at this time.

**Closing**

1. Compline was led by Lee Leaman.
2. The meeting was adjourned at 8:35 PM.

Respectfully submitted,

A handwritten signature in blue ink that reads "Sue Lane McCulley". The signature is written in a cursive style and is placed on a light blue rectangular background.

Sue Lane McCulley

June 21, 2019