

Palmer Memorial Episcopal Church Vestry Meeting Minutes
May 17, 2022

Vestry present:

The Rev. Neil Willard
David Robinson, Senior Warden
Danna Kurtin, Junior Warden
David Candler
Margie Dieter
Melanie Fahey
Abigail Follmar
Pam Harvey
Bet Hunter
Rand Key
Jim Rosenbach
Posey Saenz
Libby Spoede
Andy Williams

Vestry absent:

Marie Wehrung
Lam Yu

Clergy present:

The Rev. Ryan Hawthorne
The Rev. Jack Karn

Clergy absent:

The hybrid in person and virtual meeting started at 5:32 pm and ended at 7:11 pm.

- 1) **Opening Prayer.** Neil opened the meeting in prayer.
- 2) **Community Sharing.** Neil encouraged community sharing.
- 3) **Dwelling in the Word.** Revelation 21:1-6 was used for the exercise.
- 4) **Approval of Minutes.** The minutes from April 19, 2022 were approved with no corrections. Motion by David R, second by Posey, and the vestry voted to approve the minutes.
- 5) **Vestry Councils.**
 - a) **Good News.** Abigail said the group met and collaborated with communications to discuss summer plans, called "Palmer Refresh". Activities will include food trucks and fellowship, movies and popcorn, music, etc that will follow the Sunday afternoon 4pm service. There will also be Episcopal Night at the Ballpark on July 28 and the summer will finish off with a pool party on August 20. The Parish Picnic is this coming Sunday, May 22nd following the 10am service.
 - b) **Worship.** Jim updated the group that our next meeting is at the end of May (there was no April meeting). The council is working to solicit volunteers.
 - c) **Outreach.** Jack reported the council met and Star of Hope is having some forward movement. JPB will be on campus in August for events. Serve Sunday on Palm Sunday was a success, but it was noted to not have it on Palm Sunday in the future. The refugee family from Guatemala is in the process of getting settled and getting oriented with the help of volunteers. The Medical Center Ministries continues to have difficulty connecting with inpatients due to COVID. Many ministries are in need of succession planning and additional volunteers. Suggestions were made to highlight the various ministries in communications, This Is Us series, etc. The next Serve Sunday is September 11th.
 - d) **Communications.** Melanie announced that communications is preparing to continue the Friday newsletter while Neil is out to highlight ministries, guest authors, etc. There are 16 slots and

approximately half are filled. Melanie also said the newsletter could be easily transferred to the blog to revive the blog and provide content. The blog could also include information from the Friday Dinner & Discussion. The group is also working to plan the fall communications content. Melanie encouraged tagging palmer and include #goodnews in your own social media accounts.

- e) **Buildings & Grounds.** David C. said there are 3 key updates. 1) There is a compressor that went out on one of the chillers which will be a costly repair which is being investigated. Kirk has been getting donations into a restricted fund for the repair. 2) The wood patio furniture needs to be oiled and they will be requesting volunteers for a work day. 3) The ceiling stains in the nave should be able to be completed within a week and will not disrupt the services. The estimated cost is ~\$23,000 and funds will need to be secured or raised for this expense. Per Tara, the damage is not from water or moisture.
- f) **Finance.** Posey said that April and Easter typically are times where we over collect and then there is a lull in the summer, however this spring has been slower than anticipated for collecting pledges. Communication will go out to encourage people to stay current with pledges during the summer. Expenses are on track with budget however the budget didn't cover the most recent updates from the repairs needed for the HVAC and ceiling issues. Pam brought up the idea of bringing back a silent auction or other event to raise funds for the Buildings & Grounds restricted fund.
- g) **Stewardship.** Bet said that stewardship had their first meeting and they want to cast a wide net for representation of all ages and groups. They will collaborate with Good News Council during some of the summer events. They are working to recruit a member from finance to join among others to participate. If you have ideas, please let Bet, Margie and Ryan know. Danna reminded the group about the Neighbor to Neighbor effort that started during COVID which can be utilized. There will also be an effort this fall to clean up the church roster to ensure all addresses and contact information are correct. There will also be an effort to collect all fall events by August 7th to plan for the remainder of the year.

6) Warden Reports.

- a) **Senior Warden.** Vestry and Warden Forum/Parish Picnic on May 22. The forum will be at 9am before the service and the picnic following the service. David encouraged the vestry to be present, if able, to discuss the different councils.
- b) **Junior Warden.** Status of Strategic Planning Process. Danna met with Sue to ask questions about the database and find out who our "population" is as we start to work with the consultant. Ryan suggested collaborating with Stewardship on the survey to work on validating the information in the database.

7) Clergy Reports

- a) **The Rector.**
 - i) Bishop Quin Foundation Grant update. Neil reported the next meeting is June 1 where the decision will be made regarding the grant for the consultant. The contract is being reviewed by the chancellors. David R. will sign the contract when funding is secured and the chancellors have endorsed the contract. Tucker's start date will not be affected by Neil's sabbatical.
 - ii) Associate Rector search. The candidate that was interviewing had it narrowed down to two churches and she selected the other parish. Neil has been in discussion with other candidates and will continue in the fall.
 - iii) Sabbatical. Communication will be going out this week regarding Neil's sabbatical, who to contact for respective issues, etc. Neil will return on Labor Day.
- b) **Assisting Clergy.** Ryan said that Palmer will team up with other parishes for Pride on June 25 to work on the float, walk in the parade, and Jack will drive. Jack has transitioned out of the youth

ministry to Ryan who will be taking that over in the fall. This summer, Jack will focus on JPB and continue to support other ministries such as outreach.

8) **Old Business.** None.

9) **New Business.** Women's retreat for 2023 is January 6th and in 2024 will be the last weekend in January. Next vestry meeting is June 21.

10) **Closing Prayer.** Ryan closed the meeting in prayer.