Vestry Meeting St. Paul’s June 20, 2021

Attending: Marilyn Horne, Sr. Warden; Ken Caldwell Jr. Warden; Pam Castro-Sullivan; Randy Mynard; Susan Nafziger; Lynn Serfling; Rae Bailiff; Bill Rinesh; Peri Cline, Vestry Clerk

Via Face Time: Rev. Ron Keel

Guest: Joe Miller

Meeting was opened by Pam Castro-Sullivan with a prayer of thanks and guidance.

Approval of Minutes of May meeting – unanimous

Financial Report – There are several areas that need more research to enter amounts into correct accounts. Discussion about the budget and the accounts being used was explained. Updates will be reflected in future reports. Accepted unanimously.

Vestry Person of the day report (VPOD): Will include local activities as well as activities within St. Paul’s. Discussion was held about adding write up about birthdays and anniversaries. New visitor packets are being printed. Lynn S. and Pam C-S will work on contacting new visitors.

The Jr. Warden and Sr. Warden Reports were provided at the meeting.

Financial Guideline and Policy document: Report by Randy M. money transferred from Edward Jones to operating account to pay for the solar installation when it is complete. Motions entered and approved to add Marilyn Horne as a signatory on the Edward Jones account. Motion made by Pam C-S, seconded by Randy. Passed by unanimous vote.

A Financial Guidelines and Policy has been developed based upon Diocese information supplied by Canon Potts. The Gift Acceptance policies of non-cash items is to be reviewed and approved by the Vestry only prior to acceptance, needs to be reviewed and discussed by the Financial Team.

An annual inventory under Asset Protection needs to be done on an annual basis for all items valued over $500.

Capital purchases and improvements, many improvements should be taken out of short term investments per the attached Capital Purchases, Improvements and Capitalization Threshold Policy. Wish to expand the “Building Fund” to be a “Capital Reserve Fund” to be used for improvements that is an addition or change that increases a property’s value, increases its useful life, or adapts it (or a component of the property) to new uses. A discussion was held about the use of the accounts; a conscious decision must be made about future use of the monies in the various accounts.

A motion to change the name and use of the Building Fund account to the Capital Reserve account was proposed by Marilyn Horne, referencing the Capital Purchases and Improvements, and Capitalization Threshold Policy. The motion was seconded by Randy M. Motion was passed, one objection.

A third check signer was approved. Motion was made by Lynn S. and seconded by Pam C-S. Randy M. was approved as the third signer.

Discretionary Fund: Must be funded by the church, and controlled by the vestry, and signed by check signers, Tom H., Peri C. and Randy M.

Safe Deposit Box: Marilyn H. named as corporation secretary with corporation commission in an effort to be able to close the box. The box only holds parish information.

A replacement Treasurer is needed to replace Kathy Crawford as she is unable to continue to serve. A request will be made to the congregation.

The rector search will be another 4 – 6 weeks, Marilyn H. to speak with Canon Anita about the search, is there something more we need to do?

Submitted by,

Peri Cline

Vestry Clerk