

**Sunday, March 14, 2021**

**Episcopal Church of the Atonement Vestry Meeting Minutes**

Time: Sunday, March 14, 2021, 1:03pm – 2:07pm  
Location: Home Video Conference via Zoom  
Present: Mother Erika Takacs (Rector); Greg Bradley (Warden), Liz Sarnik (Warden and Acting Clerk); Doug Wagner (Treasurer); Natalie Archie, Dave Beil, Richard Benson, Steven Britt, Bill Hancox, Amanda Kim, Barbara Newman, Daniel Polley.  
Absent: Will Cronenwett  
Next Meeting: Sunday, April 11, 2021, 1:00pm – Home Video Conference via Zoom

Greg Bradley (Warden) officially called the meeting to order at 1:03pm with an opening prayer led by Mother Erika.

Check In: Greg asked, “What are we most looking forward to doing when things return to normal?”

Review of January and February Vestry Meeting Minutes: Greg called for any questions on these minutes. **Motion** made (Steven Britt) to approve January and February Vestry Meeting Minutes. **Seconded** (Daniel Polley). **Motion** passed.

Treasurer Report: Doug Wagner presented February’s statements. Total assets have increased. Up \$116,640 from the beginning of the year. Solid revenue from weekly offerings. Received PPP early February \$57,637. Revenues exceeded expenditures for the month, in part due to the \$57,637 PPP loan. Expenses are in line with the budget. We have had a positive first 2 months of the year. Line items for cash received under Weekly Offering on the P & L are: 1) Open Plate Offerings, 2) Pledges from Plate and 3) Vanco.

Reports: Outreach Report was submitted for review.

Rector Report: Vestry Retreat / Mission & Vision for the future. Church re-entry is currently at 40. We are averaging about 29 attendees. Beginning in two weeks increase to 50? All in favor. Mtr. Erika will get an update on the guidelines on Wednesday from the Diocese. We do not know when singing will return. Two architectural assessments have been received. After review with Buildings and Property Guild, will present to Vestry at next meeting. April 24 – Consecration of our new Bishop. Mtr. Erika encourages all to attend. Feeling good about our new AV equipment, in part due to a second opinion by a professional videographer and editor. A video of the 9am mass was made today. Will review. RE: Finance, we are moving forward with audit procedures to develop and produce an in-house financial audit. This includes guidelines and a check list which will in turn create a policies and procedures handbook. This will help us prepare for an external audit. In conversation with the city re: a water bill we received for \$6000.00. Working to unravel this and clarify the details. Will reach out to diocese for guidance. We currently do not have a water meter. According to the city, meter installation requires copper pipe and plumber licensed by the city. Per Doug, we currently pay roughly \$145 - \$150 to the city monthly. Stay tuned for further information on this. Parting gifts for Aaron and Marian Berry are still in the office. Would someone mind dropping these off to them?

Action / Decision and Discussion Items:

1. Proposed new clerk, Michael Waltz. Checked By-Laws. Elected position in the Vestry. After discussion, **Motion** made to approve to elect Michael Waltz as new clerk. **Seconded**. **Motion** passed.

2. Zoom Vestry Retreat scheduled for Saturday, April 17 from 9am – 12:30pm.
3. Realm – Richard reports meeting with Mike T. and Greg B. to get acquainted with the system. Will explore and hopefully expand it's capabilities.
4. Sunday School – Amanda reports that a small committee has been formed. Found a program, Weaving God's Promises. Curriculum for ages 3-12. Materials can be accessed online. Need to secure 3 steady weekly teachers. Will put an announcement in weekly eNewsletter. Do we have a need or interest in a Confirmation class for teens? This would require a separate curriculum and a person to lead this group.
5. Vestry Documents – Liz proposes we use Google Docs as a repository for all documents pertaining to Vestry Business. This is where Vestry Members would obtain documents for review prior to Vestry Meetings. Everyone in agreement but would like reports and such sooner. This is a little tricky given the timing of the other guild meetings, but we will make a concerted effort. Mtr. Erika states she will complete Rector Report sooner. Mtr. Erika to send link to vestry members to join Google Docs Vestry.
6. Parochial Report 2020 – This is an annual report sent to vestry for review. After review and discussion of the Racial Justice and Reconciliation section on page 3 of the report, **Motion** was made to approve as amended. **Seconded. Motion** passed.

Dates for Calendar: Next month's Vestry Meeting scheduled for Sunday, April 11, 2021, 1pm from home video conferencing. Vestry Retreat Part I is scheduled for Saturday, April 17, 2021 9am – 12:30pm from home video conference. New Bishop Paula Clark Consecration Saturday, April 24, 2021.

Closing Prayer: Mtr. Erika led the closing prayer.

Meeting adjourned at 2:07pm

Respectfully submitted,

Liz Sarnik

*Warden and Acting Clerk of the Vestry*