

Sunday, March 20, 2022

Episcopal Church of the Atonement Vestry Meeting Minutes

Time: Sunday, March 20, 2022, 1:02 p.m. to 3:18 p.m.
Location: In-Person at Church of the Atonement and via Zoom
Present: Mother Erika Takacs (Rector), Liz Sarnik (Warden), Tim Fox (Warden) Natalie Archie, Dave Beil, Richard Benson, Steve Britt, Chuck Elliott, Barbara Newman, Rick Velon, Mike Trumbold (Treasurer, via Zoom), Michael Waltz (Clerk)
Absent: Rufus Gonzales, Amanda Kim
Guests: Mark Britt, Deacon Scott Elliott

Next Meeting: Sunday, April 10, 2022, 1:00 p.m. – in-person and via Zoom.

Liz Sarnik (Warden) called the meeting to order at 1:02 p.m. Mother Erika gave an opening prayer.

Check In: Liz asked the members to tell each other how they have been doing.

Review of February 5 and 13 Vestry Meeting Minutes: **A motion was made** (Steve Britt) **and seconded** (Rick Velon) to approve the minutes. With no questions or discussion **the motion passed unanimously.**

Treasurer's Report:

Statement of Financial Position: Mike Trumbold explained that the Money Market paid the architectural assessment bill of \$14,950; this was money from the 2020 draw from the Endowment Fund. The Endowment Fund paid the annual fee to Episcopal Church Foundation and there was a negative market adjustment of \$28,767.23. The Reserve Fund paid a service charge of \$380.28.

February Statement of Activity: To make financial statements clearer and to avoid having expenses overstated Mike created two new General Ledger income accounts, one for Outreach and one for transfers from other accounts. The transfer of \$14,950 for the architectural assessment from the Money Market is shown in the latter. The Outreach Income for the month was \$1,545. Weekly offerings were under budget for the month but over budget year-to-date, and year-to-date income if over budget by \$41,382.25.

Total building expenses were over budget by \$4,000 due to snow removal, boiler maintenance, and monthly replacement of floor mats. Total expenditures were over budget by \$15,643.41, primarily because the architectural assessment was not a budgeted item. Year-to-date is under budget by \$20,930.06.

A motion was made (Natalie Archie) **and seconded** (Richard Benson) to receive the financials. With no further questions or discussion **the motion passed unanimously.**

Reports:

Outreach: Deacon Charles Farrell, Convener of the Outreach Guild, issued a report for the Vestry explaining when meetings are scheduled for March and April. He also said he is developing a spending plan for the first two quarters of 2022 and will be providing reports to the Vestry.

Rector's Report: For the benefit of the members Mother explained that a Deacon is assigned to a parish by the Bishop for three-year periods and reports to the Bishop. Scott Elliott has been serving as Deacon at services at Atonement on an informal basis. There will now be a formal Letter of Agreement between Atonement and the Diocese and Scott Elliott for him to serve as Deacon at Atonement. Because Mother is leaving the Wardens will sign the Agreement for Atonement. Mother also reported that Charles Farrell wants to renew his Agreement for another three-year period during which he will divide his time between Atonement and Church of the Ascension.

Mother said that the Parochial Report, which identifies how many people are members, how many attend services on average, financial information about the parish, etc., has been completed. Copies were distributed to the Vestry. **A motion was made** (Dave Beil) **and seconded** (Barbara Newman) to approve the Parochial Report for submission to the Diocese. With no further discussion or questions **the motion passed unanimously**.

We've returned to coffee hours, simple suppers, and optional masks; Mother expects a decision about resuming use of the chalice soon. Recognizing that there is a new COVID variant she stressed that we'll monitor numbers and make changes if necessary.

Bishop Elect Paula Clark has begun working on a part-time basis.

Mother said that Kate Mayer is finishing the review of the list of parishioners and should be finished this week. Realm can then be rolled out to parishioners.

There is one final step to be completed for the Financial Guidelines. After that's done they will go to the Finance Guild and then to the Vestry.

S-4 Project: Meetings with the team working with Sustainable Solutions for Sacred Sites (S-4) to identify additional uses for our spaces have been going well. Mother stressed that the bulk of the work on this project will be done by our team, made up of Dave Beil, Richard Benson, Carl Klein, Liz Sarnik, and Will White. The Vestry's role will be to support their efforts and make sure initiatives support and strengthen the goals identified in our recent survey. Mother welcomed others to join the team.

Care for Friends (CFF): Richard Benson and Chuck Elliott, along with Mother and the Wardens, have been gathering more information to help determine whether or not we can accommodate Care for Friends' request to use space at Atonement to provide meals and other services to homeless clients. Chuck started the discussion by explaining that he and Richard have put together a work plan including a draft of a Request For Information (RFI) to be completed by CFF. After that information is provided he anticipates another, more robust presentation by CFF to with the Vestry. We will also need to develop a formal agreement if we decide to go forward. He noted that CFF needs the space in late May because their existing facility will be demolished in preparation for a new building. Chuck stressed that because of the tight timeframe we must make a decision soon. He asked if, given the changes we face, this is a good fit for Atonement right now, and if we feel we can meet this extremely tight timeframe. Richard stressed that there are many practical concerns, such as electricity, the condition of some parts of the physical plant that CFF would use, interaction with neighbors, the impact on traffic of activities like food delivery, etc., that need to be addressed.

A lengthy, animated discussion followed during which many of the concerns were discussed and possible solutions were suggested. All were in agreement that Atonement and CFF would be a great match but that there is legitimate concern that if we take more time to evaluate the proposal and ultimately decide not to proceed we may be leaving CFF in a difficult position. It was also agreed that someone at Atonement must be identified who can be the point person for this relationship, which would be true even if Mother wasn't leaving.

A motion was made (Chuck Elliott) **and seconded** (Steve Britt) to stop considering the proposal and notify Care for Friends of that decision today. Two voted in favor (Chuck Elliot and Steve Britt) and seven opposed (Natalie Archie, Dave Beil, Richard Benson, Tim Fox, Barbara Newman, Liz Sarnik, and Rick Velon). **The motion failed.**

Following additional discussion **a motion was made** (Barbara Newman) **and seconded** (Rick Velon) to proceed with the RFI according to the plan put forth by Chuck and Richard, which will allow us to make the decision later. After still more discussion about timing and communications eight voted in favor (Natalie Archie, Dave Beil, Richard Benson, Steve Britt, Tim Fox, Barbara Newman, Liz Sarnik, and Rick Velon) and one opposed (Chuck Elliott). **The motion passed.**

Action/Decision/Discussion Items:

Architectural Assessment: Dave Beil reported that the discussions of the initial assessment of the condition of the properties have continued and the Building and Property Guild is recommending that more detailed cost estimates be prepared to help the Vestry understand what a capital campaign would entail. As anticipated, additional detail will involve some additional costs. **A motion was made** (Dave Beil) **and seconded** (Chuck Elliott) to approve \$3,700 from capital projects for additional cost estimates. With no further discussion **the motion passed unanimously.**

Fundraising: Mother noted that there have been some discussions of fundraising ideas for this year but we need to start pulling together a team to further develop and act on those ideas. However, given the length and complexity of today's meeting it was decided to defer the discussion to the April session.

A motion was made (Rick Velon) **and seconded** (Liz Sarnik) to go into executive session. With no questions or discussion **the motion passed unanimously.** At the end of the session **a motion was made** (Richard Benson) **and seconded** (Dave Beil) to resume the regular meeting. With no questions or discussion **the motion passed unanimously.**

A motion was made (Richard Benson) **and seconded** (Barbara Newman) that the Vestry support hiring an Outreach Director and develop a job description for that position. With no questions or discussion **the motion passed unanimously.**

Dates for Calendar: Vestry meeting April 10, 2022, 1:00 p.m.
Mother Erika's Last Day May 1, 2022

The meeting adjourned at 3:18 p.m. following a prayer by Mother Erika.

Respectfully submitted,

Michael Waltz
Clerk of the Vestry