

**Sunday, April 10, 2022**

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

Time: Sunday, April 10, 2022, 1:04 p.m. to 3:05 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, Amanda Kim, Barbara Newman, Rick Velon, Mike Trumbold (Treasurer, via Zoom), Michael Waltz (Clerk)  
Absent: Rufus Gonzales  
Guests: Hope Pavich, Charles Stewart, John VanStee, and Will White (Care for Friends), and Mark Britt (Church of the Atonement, via Zoom)

Next Meeting: Sunday, May 8, 2022, 1:00 p.m. – in-person and via Zoom.

Liz Sarnik (Warden) called the meeting to order at 1:04 p.m. Mother Erika gave an opening prayer.

As discussed in prior meetings, Care For Friends (CFF) has requested to use space at Atonement while their current space at Church of Our Saviour is being demolished and a new facility built. Hope Pavich, Executive Director of CFF, responding to our Request for Information, discussed the purpose of CFF and the services they provide to those experiencing homelessness and food insecurity. Along with the others from CFF she described a typical day of services (on-site meals, food distribution, health and foot clinics, and contact for support services through other organizations) and explained how food is received, deliveries handled, and space and equipment used. The group said they work independently and, after the initial set up, should need minimal contact with representatives from Atonement, but Hope encouraged frequent brief meetings between Atonement and CFF and periodic reviews of the arrangement. She stressed that, if approved, the partnership between CFF and Atonement would give members of Atonement opportunities to volunteer and would increase our visibility in the neighborhood in a positive way. She reassured members that CFF has met with other neighboring organizations like Care for Real to avoid duplication of services. She told the Vestry that CFF would be willing to explore an ongoing relationship with Atonement after they return to Church of Our Saviour, if Atonement wishes to continue this outreach. After answering questions, CFF representatives left the meeting.

A short break followed while lunch, compliments of Mother Erika, was delivered. During lunch Liz asked the vestry members to update others on their activities since the last meeting. Following lunch the business of the meeting resumed.

Review of March Meeting Minutes: **A motion was made** (Rick Velon) **and seconded** (Dave Beil) to approve the minutes. With no questions or discussion **the motion passed unanimously**.

Treasurer's Report:

*Statement of Financial Position*: Mike Trumbold reported that the Columbarium Money Market increased by \$2,400 because two crypts were purchased in March. Ten thousand dollars was transferred from Operating Savings to the Operating Account to pay bills. The Endowment Fund had a positive market adjustment of \$23,561. Mike said that, in view of the probability of rising interest rates, he will renew the Capital Projects CD for another three-month term.

*March Statement of Activity:* The Chi-Town Jazz Fest generated \$7,150 in revenue; contributions of \$2,200 each were made to Care for Real, Episcopal Relief and Development, and Ravenswood Community Services. This led to an increase in both expenses and income for the month. Parking was lower than budgeted but that was expected as we transition to the new arrangement with ParkMobile. Weekly offerings were below budget by \$3,289, and monthly revenue was below budget by \$3,648.

*First Quarter Recap:* Mike said he will make minor adjustments in the budget for the columbarium and miscellaneous income to reflect additional money received in those categories. Total year-to-date income is over budget by \$22,809, largely due to prepaid pledges, and expenses are over budget by \$21,379 because of the payment of professional fees for the architectural assessment and higher than budgeted utilities because of March weather. He stressed that for the first quarter we are for the most part on target.

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

#### Reports:

*Rector's Report:* Mother said that the parking lot has been cleared and only a few cars had to be towed. Because our neighbor to the south of the lot will be removing some trees after Easter and to allow for the exit of monthly parkers it was decided to start the arrangement with ParkMobile on May 1<sup>st</sup>. Training for staff to use the ParkMobile dashboard to control the lot will occur soon. In all, Mother feels the transition is going very well.

Jim Clark has been hired as a Sunday morning parking attendant.

There have been several applicants for the part-time position of Outreach Coordinator and Mother has met with the two candidates. The Wardens will be doing follow-up interviews soon. In answer to a question Mother said that the initial money for the position will come from the Endowment Fund draw but the Vestry can determine if that should be the source of the money for future years or if the position should be a budgeted item.

The question about receiving the wine at communion still isn't clear. The Vestry asked Mother to check with the Diocese COVID team to see if we can use the chalice with the priest doing the intinction of the bread.

Mother reported that James Olson's request for postulancy has been denied by the Diocese.

#### Action/Decision/Discussion Items:

*Care For Friends Discussion and Vote:* The members discussed the information provided in the earlier presentation, focusing on details about how the arrangement with Atonement would work. It was agreed that CFF should be able to use our dishes, tables, and chairs for their meals. It was also agreed that since CFF will be paying rent Atonement should pay the miscellaneous expenses of necessary capital improvements like the repair of the stairs to the basement; these costs are expected to be minimal. A question of the taxability of the rental income was raised and Mike Trumbold agreed to get clarification. With the decision that there is nothing too difficult to keep us from moving forward **a motion was made** (Richard Benson) **and seconded** (Steve Britt) to approve proceeding with the relationship between Care For Friends and Church of the Atonement and to delegate a team to develop a Memo of Agreement that must be completed for future vestry approval. After discussion to clarify that the decision of whether or not to approve of the Agreement may be done at a special meeting of the Vestry nine voted in favor (Natalie Archie, Dave Beil, Richard Benson, Steve Britt, Tim Fox,

Amanda Kim, Barbara Newman, Liz Sarnik, and Rick Velon) and one opposed (Chuck Elliott). **The motion passed.** The Wardens will communicate the decision with CFF.

Mother thanked the Vestry for the leadership they have shown and continue to show in the decisions they make. The Vestry thanked Mother for her guidance and support of their work.

Dates for Calendar: Vestry meeting May 8, 2022, 1:00 p.m.  
Mother Erika's Last Day May 1, 2022

The meeting adjourned at 3:05 p.m. following a benediction by Mother Erika.

Respectfully submitted,

*Michael Waltz*  
*Clerk of the Vestry*