

Sunday, April 16, 2023
Episcopal Church of the Atonement Vestry Meeting Minutes

Final – Approved May 14, 2023

Time: Sunday, April 16, 2023, 1:02 p.m. to 2:39 p.m.
Location: In-Person at Church of the Atonement and via Zoom
Present: Father Dan Puchalla (Interim Rector), Dave Beil (Warden), Amanda Kim (Warden), Natalie Archie (via Zoom), Jennifer Ash, Richard Benson, Charles Bonilla, Ann Cassidy, Rufus Gonzales, Aaron Johnson, Amanda Patrick, Rick Velon, Mike Trumbold (Treasurer), Michael Waltz (Clerk)
Absent: No one
Guest: Dennis Pattey

Next Meeting: Sunday, May 14, 2023, 1:00 p.m. – in-person at Church of the Atonement and by remote access.

Dave Beil (Warden) called the meeting to order at 1:02 p.m. Charles Bonilla offered a prayer. Dave welcomed Amanda Patrick to the Vestry.

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

Treasurer’s Report:

Statement of Financial Position: There were no major changes in balances in March except for interest earned and Sunday School purchases. A positive market adjustment brought the Endowment Fund above \$2,000,000. *A copy of the full report is attached to these minutes.*

March Statement of Activity: Mike Trumbold reported that income in March was below budget by \$16,343 because the March Care For Friends donation was paid in February and offerings were down. Income from the garden apartment is also down because the residents are in the process of vacating the unit. The house concert on April 1 generated \$3,000 in income. Expenses for the month were over budget by \$6,812 mostly because of repairs to the parish house including kitchen appliances and the rodding and cleaning of the sewer pipes in the basement. There is more cleaning and remediation of the basement to be done. He noted that costs for the sewer back up are being submitted to our insurance carrier. Because of this problem and the lower weekly offerings we ended the month with a negative \$22,648. In his review of the first quarter Mike explained that total income was over budget by \$105,956 because of a large donation for major capital projects. Other income categories were close to budget, as were expenses except for building and maintenance repairs as noted above. *A copy of the full report is attached to these minutes.*

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

Mike reported that the Finance Guild has recommended Ann Cassidy and Marian DeBerry to conduct an internal audit. **A motion was made** (Richard Benson) **and seconded** (Charles Bonilla) to appoint Ann Cassidy and Marian DeBerry to the Internal Audit Committee to review 2022. With no further discussion or questions **the motion passed** unanimously.

Rector's Report

Father led the Vestry through a review of the Parochial Report, the annual canonically required report to the Diocese. After a discussion of a number of responses **a motion was made** (Ann Cassidy) **and seconded** (Aaron Johnson) to approve the Parochial Report with one question amended. With no further discussion or questions **the motion passed** unanimously.

Father noted that all services from Palm Sunday through Easter had increased attendance from last year.

The facilitator training for Church as Transformation starts next week. Father asked Vestrypersons if they had any suggestions for generating interest in the program from people who are long-term parishioners.

Father and Aaron Johnson reported on discussions they had about developing the anti-racism program the Diocese requires parishes to put in place and report on at annual meetings. Aaron is getting some people together for planning and hopes to start the program in September.

Other Reports

S4-Buildings and Property: Dave Beil said that a revised proposal for the ramp has been received but there are still a few questions to be answered. The Guild is debating asking for a cost estimate at this time since the project won't be started in the near term. He'll share the proposal with Vestrypersons. He noted that the Guild charter is being revised and will be brought to the Vestry soon. A question was raised about the status of the Rectory and Dave explained that it will be cleaned and some minor repairs made before the new Rector tours it and decides if they want to live there. *A copy of the full report is attached to these minutes.*

Outreach: The Guild completed the Lenten donation drive for toiletry items for Care for Real. The Guild's written report provided prior to the meeting noted that there may be some "donation fatigue" in the parish and the Guild may pause the drives for a bit. The Trans Day of Visibility went well. Flags were hung outside, there were prayer print outs, and the day was recognized in our masses and e-blast. Outreach is discussing starting a composting project. This would have some additional cost and a letter of inquiry is being sent to Episcopal Charities to see if we can get a Parish Partner grant to subsidize the service.

Block Party: Rufus Gonzales said the permit request for the block party has been submitted. We will be combining with a neighboring block party. At the group's next meeting they will be finalizing what activities, food choices, etc., will be offered and then a budget request will be submitted to the Vestry. Ann Cassidy explained that there are plans to sell some "stakeholder shares" as a way to cover some costs. They may also ask for sponsors for some things being offered at the event.

Fundraisers: A spreadsheet of planned events was distributed prior to the meeting. Amanda Kim noted that there are two near-term events: a dinner at Linda Jo and Rodney Clough's home on May 20th and a happy hour at Jarvis Tavern on June 11th organized by Aaron Johnson, Rick Velon, and Jennifer . There are still some open dates for events.

Parish Life Guild and Realm: Richard Benson provided a report that discussed the major activities during Lent including Breaking Bread, Friendly Seniors, and Simple Soup Suppers, noting what was successful and what the Guild will reevaluate going forward. It was agreed that the Guild will also start organizing events at the coffee hours. Richard distributed a draft of the Guild's charter prior to the meeting but discussion was deferred until May because of time constraints. Richard asked for comments on the draft prior to the May meeting.

Parish Life is also working on the parish directory, Picture Us at Atonement, which will be in Realm. The goal is to get an initial directory done by Pentecost. May 7th and 21st coffee hours will allow people to build their

profiles and have pictures taken. The Vestry will get an email this week asking members to serve as a test group by setting up their directory entries.

Other Business for Future

Spiritual Questions and Prayers at Vestry: Father is asking members to offer the prayer and/or lead discussions at future meetings.

Minutes from Guilds: There was a question about whether or not to publish minutes and reports from committees and Guilds along with the Vestry meeting minutes. After discussion it was suggested to start with S4 – Buildings and Property Guild and the Statements of Financial Position and Activity provided to the Vestry each month by the Treasurer, with possible expansion to other groups in the future.

Dates for Calendar: ECRA Lunch at United Church, Rogers Park – April 19
 Evensong – April 26, 7:00 p.m.
 Rector application period ends – May 7
 Church as Transformation – Tuesdays, May 9 – June 6
 ECRA Lunch – May 17
 Last day of Sunday School – May 21
 Pentecost, Realm goes live parish wide – May 28
 Evensong at St. Luke’s Dixon – June 4
 Corpus Christi – June 11

The meeting adjourned at 2:39 p.m. following a prayer by Father Dan.

Respectfully submitted,

Michael Waltz
Clerk of the Vestry