

Sunday, July 10, 2022

Episcopal Church of the Atonement Vestry Meeting Minutes

Time: Sunday, July 10, 2022, 1:00 p.m. to 2:47 p.m.
Location: In-Person at Church of the Atonement and via Zoom
Present: Father Dan Puchalla (Interim Rector), Liz Sarnik (Warden), Richard Benson, Steve Britt, Chuck Elliott, Rufus Gonzales, Barbara Newman, Rick Velon, Mike Trumbold (Treasurer), Michael Waltz (Clerk)
Absent: Natalie Archie, Dave Beil, Amanda Kim
Guest: Charles Bonilla (parishioner)

Next Meeting: Sunday, August 14, 2022, 1:00 p.m. – in-person and via Zoom.

Liz Sarnik (Warden) called the meeting to order at 1:00 p.m. As an opening prayer Father Dan led the Vestry in “A Litany for Vestry Work.”

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

Treasurer’s Report:

Statement of Financial Position: Mike Trumbold noted that the Capital Projects CD will be renewed at the end of July. Money was taken from the Columbarium Money Market to do maintenance and repairs in the columbarium. Funds for Sunday School supplies were taken from the Education Fund. The architectural cost analysis was paid from the Money Market, and money was transferred from the Operating Savings Account to pay bills. Both Endowment and Reserve Accounts had negative market adjustments.

June Statement of Activity: Mother Erika’s gift was paid in June although the money was collected in prior months. Parking revenue is down because of the transition to ParkMobile. Pledges and open plate contributions are down as summer begins, which is normal. Total revenue for June is under budget by \$8,500.94 but year-to-date is over budget by \$11,894.87.

Total building expenses are over budget but should level out as the year proceeds. Office Supplies are over budget because new and better LED lighting (fixtures and bulbs) was purchased for the church and parish house basements. Mike added a new line item under Personnel for assisting clergy who celebrate daily and weekend liturgies and are now being paid on a 1099 contractual basis.

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

Six-Month Budget Review: Before starting the review of the budget at the six-month mark Mike stressed that pledges are in good shape and giving statements have been sent. The Internal Audit Committee again will be Ann Cassidy and Michael Waltz. He said that the conversion from First Midwest Bank to Old National Bank isn’t going as smoothly as hoped and there is still some information to be transferred. Mike expects the Financial Guidelines to be finished this month and available for Vestry review for the August meeting.

The Finance Guild has proposed several changes to the budget for the balance of the year. Care For Friends and ChiTown Jazz were added because they weren't anticipated when the budget was created. The budget for income from the columbarium was raised because of increased activity so far this year. Parking income was reduced because of a drop in revenue during the transition to ParkMobile; this should smooth out as we address some signage issues but revenue will be down for the year. There was an increase in gas expenses starting in July, and the copier lease expense increased. Money was added to Children's Formation because they are doing much more than expected. In all, the adjustments recommended put the budget at approximately the same place expected at the beginning of the year, which is to end with a deficit of slightly less than \$12,000.

A **motion was made** (Barbara Newman) **and seconded** (Richard Benson) to amend the budget as recommended by the Finance Guild. After a brief discussion to clarify several points **the motion passed** unanimously.

Reports:

Sunday School: Prior to the meeting Amanda Kim distributed a report on plans for next year. Classes will start the Sunday after Labor Day and end the Sunday before Memorial Day. In total there are 16 students on the roster, divided into Kindergarten through third grade, fourth and fifth grades, and sixth through eighth grades. Amanda noted that all of the classrooms have been used for storage and need to be "decluttered" soon.

Operations and Communications: Also before the meeting Matt Rodgers provided a report of activities happening and planned. He noted the need to clean up spaces throughout the buildings to determine what should be kept, sold/donated, or discarded. He is coordinating our meeting spaces and allocating them to best meet the needs of users. He is improving the records for the columbarium and organizing that space and Resurrection Chapel. He recommends that the Vestry appoint a committee of three to oversee these spaces in the future. Mike Trumbold and Matt walked the parish gardens with Claire Kettlekamp, a landscape architect, to evaluate current plantings and make recommendations for the areas. They will provide a plan to the Buildings and Property Guild. He noted that several parkway trees seem to be dying and will contact the city about plans for replacement. Matt is also updating our website and reviewing the use of Facebook for morning prayer. He hopes to put together a team to develop a new brand for Atonement to launch later this year.

Adult Formation: Barbara Newman distributed a list of Parish Forums to be held Sundays in July and August. Topics include Sarah's Circle, Atonement's stained glass and sacred art, the Apocalypse, Buddhist meditation, and modern saints.

Discussion Items:

Fundraising: Liz Sarnik reported that no one has come forward to lead fundraising. Several people said they are willing to assist but don't want to lead the effort. There was a discussion of several possible things that could be done like dinners at parishioners' homes or a concert and reception at Atonement. It was agreed that anything done must happen by mid-September at the latest. Liz will reach out to Charlie Segal and others to see if we can do a concert and reception in that time frame.

Stewardship: A committee consisting of the Interim Rector and three others needs to be put together for a campaign starting in October. Father Dan will pull together a group. It was suggested that we reach out to some of those who volunteered for the search committee but weren't chosen.

S-4/Retreat: A meeting for S-4 (Sustainable Solutions for Sacred Sites) was held this month. A Vestry retreat is needed this fall and since there is a great deal of crossover between the S-4 project, Buildings and Property, and

the work of the Vestry it may be good to bring these issues together at a retreat, possibly starting with dinner on a Friday evening with a day of work on Saturday. Liz Sarnik will suggest some dates.

Homecoming Sunday: Barbara Newman suggested this as a possible way to reconnect with some of the parishioners who haven't returned since the pandemic. It was agreed that it is a good idea and may work best over the October 1-2 weekend since that includes the annual pet blessing and Michaelmas can be celebrated that Sunday.

Appointment of non-voting board seat on Care For Friend's Board: As specified in the agreement Church of the Atonement will have one Vestry member who serves as a non-voting member on CFF's board. Meetings are held evenings on the third Thursday each month. Steve Britt volunteered and was accepted to serve in that capacity,

Vestry Vacancy: Prior to the meeting the Vestry received an application from a parishioner to fill Dave Beil's remaining term because of his assumption of the position of Warden. **A motion was made** (Liz Sarnik) **and seconded** (Richard Benson) to elect Jennifer Ash to serve the balance of Dave Beil's term. **The motion passed** unanimously.

Iceberg Model: Father Dan discussed the Iceberg Model for organizational development. The model asks the user to look not just at the things in an organization that are easily seen like functional areas, mission, and stated values (the part of the iceberg seen above the waterline) but at things that aren't always visible like individual and group interaction, emotions, and trust issues (the part of the iceberg beneath the waterline). The latter are often the things that most need attention, particularly during periods of transition. In order to discover what parishioners are thinking and feeling Father asked that before the next meeting members attend a different service than they normally would, attend coffee hour and talk with someone they don't already know, and call or email three people they don't know well and invite them to spend some time getting to know one another either by phone or in person.

Dates for Calendar: Vestry meeting – August 14, 2022, 1:00 p.m.
Vestry Retreat – TBD
Back to Sunday School – September 11, 2022
Schola returns – September 18, 2022

The meeting adjourned at 2:47 p.m. following a prayer by Father Dan.

Respectfully submitted,

Michael Waltz
Clerk of the Vestry