

**Sunday, January 9, 2022**

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

Time: Sunday, January 9, 2022, 1:00 p.m. to 2:45 p.m.  
Location: In-Person at Church of the Atonement and via Zoom  
Present: Mother Erika Takacs (Rector), Greg Bradley (Warden, via Zoom), Liz Sarnik (Warden), Natalie Archie, Dave Beil (via Zoom), Richard Benson (via Zoom), Steve Britt, Will Cronenwett (via Zoom), Bill Hancox (via Zoom), Barbara Newman, Daniel Polley, Mike Trumbold (Treasurer), Matt Rodgers (guest presenter), Rick Velon (guest), Michael Waltz (Clerk)  
Absent: Amanda Kim

Next Meeting: Sunday, February 13, 2022, 1:00 p.m. – in-person.

Liz Sarnik (Warden) called the meeting to order at 1:00 p.m. Mother Erika gave an opening prayer.

Check In: Liz asked members to tell one another how they're faring.

Parking Lot Proposal: Matt Rodgers reviewed the ParkMobile proposal to handle parking in the church lot. He explained that the costs for the church will be minimal, with a \$250 start-up fee and a charge of \$20 per sign. ParkMobile collects a small fee from those parking and deducts 20 cents plus three percent of the parking fee before the balance is remitted to the church. The church is responsible for paying city, county, and state parking taxes as well as the Federal Unrelated Business Income tax on the amounts collected. Even after those payments are made it is projected that modest hourly and overnight use of the lot by paying parkers will generate substantially more revenue than the current arrangement and ParkMobile will reduce the amount of work involved for our staff. Matt and Mother Erika told the Vestry that multiple knowledgeable sources have assured us that renting spaces in the lot will not have a negative impact on the lot's tax-exempt status and there should be no change in our insurance requirements. Hourly and overnight parking rates will be set by the church. The church will determine when and how many spaces are available for outside parkers to use; some spaces will be available for church use at all times. Parishioners won't have to pay for parking in the lot for church business, services, or events. Matt explained that although the agreement is for three years we could shut down operations at any time. ParkMobile provides the tools for the church to patrol the lot and determine when cars are parked without paying. It is felt that after we have non-paying parkers towed a few times monitoring the lot will not be a major effort. At the end of the discussion Matt left the meeting.

Review of December Vestry Meeting Minutes: After one question was answered **a motion was made** (Steve Britt) **and seconded** (Daniel Polley) to approve the minutes. The **motion passed unanimously**.

Treasurer's Report:

*Statement of Financial Position:* Mike Trumbold explained that the Money Market increased by \$71,000 with the deposit of the previously approved \$61,300 withdrawn in 2021 from the Endowment Fund and a prepaid 2022 pledge. Despite the transfer to the Money Market the Endowment Fund increased significantly because of \$68,700 in contributions in memory of James Trapp and Fathers Rice, Johnson, and a positive market adjustment of \$65,000.

*December Statement of Activity:* Offerings in December were very strong, in part because many people complete their pledges at this time. Vanco fees were over budget because more people are paying pledges on

line. Outreach was over budget for the month because some expenses were saved for year-end payment. He noted that both lay and clergy pensions were paid in December. Mike explained that he has created two lines in the budget for water to track expenses separately for the rectory and church/parish house and to monitor our request for a non-profit exemption.

*Year-End Financials:* Year-end revenue was over budget by \$95,854 in large part because of 2022 prepaid pledges and strong offerings. Although expenses for the year were over budget by \$8,300 we ended the year with very positive net revenue of \$35,965 even before the transfer from the Endowment Fund.

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

*Stewardship Update:* Mike reported that as of today there were 126 pledging units for \$346,235; \$36,000 of that is from new or returning pledgers. Last year at this time we had 129 pledging units for \$352,748.

*2022 Proposed Budget:* A copy of the proposed budget, finalized by the Finance Guild yesterday, was distributed to the Vestry. Mike pointed out that most categories remained essentially the same as they were in 2021 although staff salaries would increase by two percent, which is below the three and one-half percent recommended by the Diocese. He also noted that the net revenue goal for the major fundraiser, still referred to as "Gala," is \$15,000. The proposed budget shows a projected deficit of \$15,365. **A motion was made** (Natalie Archie) **and seconded** (Steve Britt) to approve the proposed budget. With no further questions or discussion the **motion passed unanimously**.

*Rectory Deed:* Mike Trumbold told the Vestry that the transfer of the deed for the rectory to the church has been completed, although it still needs to be filed.

#### Reports:

*Outreach:* Prior to the meeting the Vestry received a report about the distribution of \$9,600 of unused money in the Outreach Guild budget. Additional funds were given to Groceryland, Chiapas, Rainbow Railroad, Arise Chicago, Episcopal Relief & Development, Howard Brown Health Services, and Care for Real.

*Endowment:* The Endowment Guild provided a detailed report of the past year's activities prior to the Vestry meeting. Several activities undertaken have helped the Endowment Fund grown significantly over the past year and the Fund balance at the end of the year was slightly over \$1,900,000. The report stated that guidelines allow for the Vestry to annually use three to five percent of the average of the ending balances for the past 12 quarters for capital improvements, pastoral ministries, seed money for new ministries and one-time projects, outreach, and donor specified purposes. The Vestry determined that they could wait to determine what amount would be taken this year when they can better determine what it will be used for. Mother thanked Peg Tomaszek Witry for her excellent service as chair of the Guild and reminded the Vestry that Jerry Mash will be the new chair.

*Rector's Report:* Mother thanked Bill Hancox for preparing the summary of the parish survey, which will be distributed to members at the annual meeting. A copy of the summary was given to the Vestry prior to meeting.

Unfortunately there has been a delay of BauerLatoza's preliminary report of the architectural assessment of the church properties because of some delays on the part of the mechanical engineering team. She was told the report should be available in January.

Mother informed the Vestry that Atonement will be part of the local, Chicago-based cohort for Partners for Sacred Places' Sustainable Solutions for Sacred Sites program, which will help us identify additional beneficial uses for our spaces. She asked members to let her know if they are interested in joining the team for this project.

Mother thanked Daniel Polley and the Guild of St. Zita volunteers for the Advent clean up day.

Finally, Mother said that we've been approached by Care for Friends to see if Atonement might be a good temporary home for their ministries. Care for Friends, which provides hot meals and groceries several times a week for those in need, has been working out of Church of Our Savior but will need to vacate that space in June because of renovations being done. They would need storage space and use of our facilities for some time. Care for Friends is meeting with Care for Real to be certain they won't be duplicating services. Mother cautioned that we'll need to move carefully in making this decision; more research and discussion will be needed before the proposal is presented to the Vestry.

Action/Decision/Discussion Items:

*Nominations Committee:* The committee has recommended a slate of parishioners to serve as Warden, new Vestry members, and representatives to next year's Diocesan Convention. The list will be given to parishioners as required prior to the annual meeting.

*Parking Lot Proposal:* **A motion was made** (Bill Hancox) **and seconded** (Steve Britt) to approve the agreement for ParkMobile to handle the parking lot as discussed earlier. After a brief discussion to clarify some points the **motion passed unanimously**.

*Church Staff Sabbatical:* Assisting Bishop Chilton Knudsen has suggested that to assist those feeling stressed and overworked right now parishes consider offering "mini-sabbaticals" between now and the end of March. This would be a one-week paid break including a Sunday with no work responsibilities. Although Mother favors offering a week off she does not favor closing the church on Sunday and asked the Vestry to think about how we could offer a scaled down version.

Mother thanked Greg Bradley and departing members Will Cronenwett, Bill Hancox, and Daniel Polley for the excellent service on the Vestry.

Dates for Calendar: Annual meeting January 30, 2022 following the 10:00 mass, in person and via Zoom  
Vestry meeting February 13, 2022, 1:00 p.m.

The meeting adjourned at 2:45 p.m. following a blessing by Mother Erika.

Respectfully submitted,

*Michael Waltz*  
*Clerk of the Vestry*