

**Sunday, June 12, 2022**

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

Time: Sunday, June 12, 2022, 1:05 p.m. to 4:43 p.m.  
Location: In-Person at Church of the Atonement and via Zoom  
Present: Liz Sarnik (Warden), Tim Fox (Warden), Natalie Archie (via Zoom), Dave Beil, Richard Benson, Steve Britt, Chuck Elliott, Rufus Gonzales, Barbara Newman, Rick Velon, Mike Trumbold (Treasurer), Michael Waltz (Clerk)  
Absent: Amanda Kim  
Guests: Mother Sierra Reyes (Diocese of Chicago), Bob Remer (parishioner)

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

Liz Sarnik (Warden) called the meeting to order at 1:05 p.m. Mother Sierra gave an opening prayer.

Mother Sierra, Interim Associate for Ministries at the Diocese of Chicago, works with parishes in transition. She explained the process the Diocese uses to find a new priest and the differences between the Vestry's responsibilities and those of the search committee to help the Vestry select the best members of the committee. Mother Sierra will have a similar discussion with the search committee once formed.

The search committee handles the CAT survey and small group meetings that help define who we are as a parish. From that information the committee will create a parish profile and complete the form to post the position; the Vestry and the Diocese approve the form prior to posting in a national database. The names of interested priests go first to the Diocese to be certain they are hireable and eligible to serve in this Diocese. They then go to the search committee and the committee does paper, Zoom, and in-person interviews of candidates under consideration. The Vestry pays for any in-person visits. Mother said on-site visits may not be necessary because many services are now on line. She recommends against candidates attending services at Atonement anonymously. The final candidate will do a private Eucharist for the search committee and Vestry.

The search committee recommends one name to the Vestry; the Vestry makes the final decision. If for any reason they do not agree with the committee the process starts over. Once the Vestry approves the candidate they notify the Bishop and after the Bishop says there are no other issues the Wardens make the offer.

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

Treasurer's Report:

*Statement of Financial Position:* Mike Trumbold reported that \$20,000 was transferred from the Operating Savings Account to pay bills. The Endowment Fund had an \$8,022.41 gain, \$3,000 of which was a memorial contribution in memory of Joseph Awoniyi.

*May Statement of Activity:* Miscellaneous Revenue is over budget because of a grant from the Brothers of St. Gregory for a new lavalier microphone and because of donations to Mother Erika's purse; a check for \$4,500 will be sent to her tomorrow. Parking income is negative because payments received through Vanco after our change to ParkMobile had to be refunded. Weekly offerings are close to budget. At month end income was over budget by \$1,665.57. Expenses for building services/repairs included pest control, floor mats, plumbing work to

address meter issues, upgrades for thermostat controls in the church, and electrical upgrades in preparation for Care For Friends arrival. Health and pension expenses still reflect Mother Erika since she remained covered for the month. Commercial and Worker's Compensation insurance premiums were paid in May. There is a negative for orchestra/bagpipers under Music because of funeral expenses that were reimbursed in June. The expense under the Rector's Cell Phone reflects the purchase of a new phone that is in the name of the church.

During discussion it was agreed that, as much as possible, expenses related to Care For Friends will be tracked separately going forward.

Mike alerted the Vestry that First Midwest Bank is now a division of Old National Bank which may result in some issues with the June financials because much of Atonement's information must be entered manually.

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

#### Reports:

*Endowment Guild:* Mike Trumbold reported that the Endowment Guild's June 4<sup>th</sup> event was very successful with approximately 30 people attending. He also said that 30 people are now members of the Legacy Society, those who have included Atonement as a recipient of gifts after their death.

*Outreach Guild:* Prior to the meeting the Vestry received a report from the Guild itemizing spending for the first half of the year. The Guild will be taking the summer off but expects to return as early as August to prepare for Backpacks to School; they will contact Swift School to determine what items teachers and students most need.

*Wardens' Report:* Work continues on the physical plant in preparation for Care For Friends' arrival and for our Interim and, eventually, permanent Rectors. Work is also being done to strengthen existing administrative systems and develop new systems.

Liz Sarnik reported that the Wardens are near choosing an Interim Rector. News should be available soon.

There will be a mid-year review of financials in July and now is the time for the Vestry to begin to think about a 2023 stewardship team.

The Buildings and Property Guild will reconvene to discuss future projects, coordinating with the Sustainable Solutions for Sacred Sites (S-4) team. S-4 team members have had two training sessions and monthly meetings with our primary contact.

The Wardens reported that the candidate selected for the part-time Outreach Coordinator accepted another position and the search for a candidate continues. In other personnel news, Matt Rodgers will be working 30 hours a week for one year to help organize administrative issues. In addition to his communications and digital duties he will act as Parish Administrator. Some items he's working on include updating the website, establishing a centralized calendar, centralizing church recordkeeping, creating digital forms, Realm, and other tasks as necessary. He does not manage staff and will report to the Wardens until we have a seated Interim Rector.

There has been some confusion by ParkMobile users about where to park. Matt will be troubleshooting the issues and anticipates using additional signage to direct parkers to available spaces. We will soon promote the lot on the neighborhood Facebook page and, hopefully, at some of the larger buildings in the area.

During the discussion of Matt’s activities it was suggested that Matt serve as the coordinator for Care For Friends. Liz said that she believes this already falls under “other duties as necessary” but will clarify that.

Barbara Newman reported that Adult Formation will continue during the summer. Included in the plans are forums on Anglo-Catholicism and outreach projects like Care for Real, Rainbow Railroad, and Sarah’s Circle.

Action/Decision/Discussion Items:

*Church of the Atonement and Care For Friends Draft Agreement:* Tim Fox led a review of the document, which was provided to the Vestry before the meeting. After a lengthy discussion **a motion was made** (Richard Benson) **and seconded** (Dave Beil) to approve the agreement with the provisos that Part 3, paragraph 1 will be changed to make the terms “Wardens and Staff” and “Outreach Coordinator” consistent, and that Part 6 will be changed to clarify the notice term within each subsequent renewal period after the initial renewal. With no further discussion or questions **the motion passed unanimously**. Tim thanked the Vestry for its work on the agreement, with special recognition of the exceptional work by Richard Benson and Chuck Elliott.

*Search Nomination Review and Selection:* Twenty parishioners completed forms nominating themselves for the nine-member search committee for a new Rector. **A motion was made** (Barbara Newman) **and seconded** (Steve Britt) to go into executive session to discuss the nominees. With no discussion or questions **the motion passed** unanimously. At the end of the session **a motion was made** (Liz Sarnik) **and seconded** (Steve Britt) to resume the regular meeting. With no discussion or questions **the motion passed** unanimously. **A motion was made** (Richard Benson) **and seconded** (Dave Beil) to direct the Wardens, with the assistance of the Vestry, to contact and appoint members of the search committee for the next Rector as discussed in executive session. **The motion passed** unanimously.

Liz Sarnik reported that they have made a verbal offer to an Interim Rector and expect a final agreement shortly.

*Change of Warden:* Tim Fox explained that because of work and family obligations he will step down as Warden effective June 30<sup>th</sup>. **A motion was made** (Liz Sarnik) **and seconded** (Barbara Newman) to regretfully accept the resignation of Tim Fox. With no discussion or questions **the motion passed** unanimously. Liz informed the Vestry that Dave Beil has agreed to serve the remainder of Tim’s term. **A motion was made** (Liz Sarnik) **and seconded** (Steve Britt) to approve Dave Beil to complete Tim Fox’s term as Warden. With no discussion or questions **the motion passed** unanimously.

Dates for Calendar: Care For Friends move-in July 5, 2022  
Vestry meeting July 10, 2022, 1:00 p.m.  
Vestry Retreat TBD

The meeting adjourned at 4:43 p.m.

Respectfully submitted,

*Michael Waltz*  
*Clerk of the Vestry*