

Sunday, October 10, 2021

Episcopal Church of the Atonement Vestry Meeting Minutes

Time: Sunday, October 10, 2021, 1:03 to 2:27 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, Steve Britt, Bill Hancox, Amanda Kim, Barbara Newman, Daniel Polley, Mike Trumbold (Treasurer), Michael Waltz (Clerk), Matt Rodgers (Digital Communications Director, guest).
Absent: Richard Benson, Will Cronenwett

Next Meeting: Sunday, November 14, 2021, 1:00 p.m. – in-person.

Liz Sarnik (Warden) called the meeting to order at 1:03 p.m. Mother Erika gave an opening prayer.

Check In: Liz asked attendees to update others about how they're doing and what has been occupying them.

Parking Lot: Matt Rodgers gave a presentation on work he and several others have been doing to try to solve some of the administrative problems we've had with the lot. They contacted three vendors that provide apps for users to rent parking spaces. ParkMobile seems the most viable primarily because they handle hourly parking while the others focus on monthly renters. Also, the app is already used by people in Chicago to access other parking options. ParkMobile requires a \$250 set up charge to put us in the system and we would pay approximately \$80 for signage for the lot. The only other expense to the church would be a small deduction from rental fees of 3% plus 20 cents per transaction to cover credit card charges. The church would reserve some spaces exclusively for our use at all times, and have control over when no outside parkers can use the lot (Sundays, Holy Days, and special events). We would also set the parking rates. The forecast is that, because of a high demand especially for overnight parking in the neighborhood, this arrangement could generate more revenue for the parish while reducing administrative headaches. Our responsibility would be to specify the times when outside renters can park and to oversee the enforcement for those who overstay or don't pay for parking. If we enter into an agreement with ParkMobile it would be for a period of three years although we could make the parking availability very limited if we felt necessary. **A motion was made** (Bill Hancox) **and seconded** (Barbara Newman) to ask ParkMobile to prepare the paperwork for us to participate in the program. After a discussion that clarified that the vestry would be able to review the contract and raise additional questions before we commit to it the **motion passed unanimously**. Having finished the presentation Matt left the meeting.

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

Treasurer's Report:

Statement of Financial Position: Mike Trumbold reported that both the Endowment Fund and the Reserve Fund were down because of a drop in the markets. Transactions in the bank accounts were normal for September.

September Financials: Total revenue for the month was below budget by more than \$17,830, but some of this is attributable to the fact that the Gala was all budgeted for September but income was received over several months. Some funds are still being received so this is not the final Gala report. Expenditures for the month are

over budget. Nearly \$8,000 of that is in Building Maintenance supplies for the rectory because of the purchase of a new water heater; Building Services and Repairs for the church/parish house is over budget by \$3,800 because of stone work and leak repairs in the basement. Other large expenditures include the regularly scheduled pension payments and Mother Erika's Self Employment Contributions. An adjustment of \$144 was made to the Miscellaneous General Ledger account to reflect that the vestry fund has not yet been returned by the prior treasurer; this fund is cash donated by the vestry at each meeting to be used for things like recognition of service by vestry members.

Third Quarter Report: The financials for the quarter are on target. Weekly pledges are over budget by \$60,748. Total income for the quarter is over budget by \$49,476 in part because of the second PPP loan. Despite some significant unexpected expenses, like boiler repairs and air conditioner and water heater replacements, our year-to-date expenditures are under budget by \$6,403.

A motion was made (Steve Britt) **and seconded** (Amanda Kim) to receive the financials. After a brief discussion the **motion passed unanimously**.

Rectory: Mike Trumbold explained that in the 1970s Fathers Rice, Johnson, and Harris purchased our current rectory for the church with the provision they would have lifetime rights to the building. In order to do this the rectory was put into a land trust with Chicago Title Land Trust Company naming the Church of the Atonement as beneficiary. With the death of Father Harris Mike has filed the paperwork to put the land trust in the name of the parish. The next step would be to cancel the land trust since it is no longer needed and have the property deed prepared in the name of the church. **A motion was made** (Barbara Newman) **and seconded** (Steve Britt) to cancel the land trust in the name of the Church of the Atonement and have a deed prepared in the name of the Church of the Atonement. With no further discussion or questions the **motion passed unanimously**.

Outreach: Mother informed the vestry that at the last Outreach Guild meeting it was determined that Charles Farrell will assume the role of convener of the Guild but they are still looking for a lay leader, as well as leaders for the Communications, U.S./International, and Financial/Budget functions. A large number of winter coats were delivered to Refugee One. Parishioners donated \$925 for the backpack project, enough to supply 46 backpacks. The Guild is looking for new outreach opportunities in the community.

Rector's Report: Mother Erika discussed the stewardship campaign that is currently underway emphasizing the presentations that members of various guilds are giving each Sunday. She encouraged participation in Commitment Sunday.

She reported that on October 20th BauerLatoza Studio will begin the evaluation of our properties. She also mentioned that there is still work to be done on the blowers for the air conditioning/heating units.

The meetings for the group developing financial procedures for the parish have been going well; they anticipate one more meeting. The document will then be sent to the Finance Guild; after their approval it will come to the vestry. The hope is to bring it to the congregation at the annual meeting in January.

Open House Chicago will take place October 16-17. This has been a very successful activity in the past and will hopefully bring in more people from the community this year.

Several people have taken on additional responsibilities. Bill Hancox is scheduling ushers and greeters for both the 9 and 11 masses, Jim Harbert is scheduling lectors for 9, and Barbara Newman and Richard Kieckhefer are taking over adult formation.

A motion was made (Bill Hancox) **and seconded** (Daniel Polley) to go into executive session. With no questions or discussion **the motion passed unanimously**. At the end of the session **a motion was made** (Bill Hancox) **and seconded** (Steve Britt) to resume the regular meeting. With no questions or discussion **the motion passed unanimously**.

Action/Decision/Discussion Items:

Nomination Committee: Three vestry members and one warden will be rotating off at the end of this term. It's necessary to put together a Nomination Committee made up of Mother Erika, the exiting vestry members, and several members of the congregation. The Committee will nominate new vestry members and those parishioners attending the diocesan convention. The vestry suggested several people to serve.

Gala Report: Greg Bradley said that the committee is preparing thank you letters for those who donated items for the silent auction. Almost all auction items were sold either at the Gala or at coffee hours afterward, but tickets for the January 14th concert are still being sold. The final accounting will be done for the next vestry meeting but Greg expects that we will have raised around \$20,000 to help support outreach.

Treasures of Atonement: Each year three parishioners are recognized for significant contributions of their time and talents to Atonement. Vestry members suggested numerous parishioners who they felt deserved recognition. Mother and the wardens will select three.

Church Survey: As reported at prior meetings Bill Hancox, Mother, and the wardens have been developing a parish-wide survey based on information gathered in the small group sessions held earlier this year. The final survey was sent to vestry members prior to this meeting for them to complete as a test of how well it functioned. The test worked well and the survey will be distributed to the congregation the week of October 24th; all parishioners 16 and older will be encouraged to complete it.

Dates for Calendar: Vestry meeting November 14, 2021, 1:00 p.m.

The meeting adjourned at 2:27 p.m. following a blessing by Mother Erika.

Respectfully submitted,

Michael Waltz
Clerk of the Vestry