

**Sunday, February 12, 2023**

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

Final – Approved March 12, 2023

Time: Sunday, February 12, 2023, 1:03 p.m. to 3:03 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 (via Zoom), Rick Velon, Mike Trumbold (Treasurer, via Zoom), Michael Waltz (Clerk, via Zoom)  
Absent: No one  
Next Meeting: Sunday, March 12, 2023, 1:00 p.m. – in-person at Church of the Atonement and via Google Meet.

Dave Beil (Warden) called the meeting to order at 1:03 p.m. and welcomed new members Charles Bonilla and Aaron Johnson. Father Puchalla offered a prayer.

Appointment of Clerk and Treasurer: **A motion was made** (Richard Benson) **and seconded** (Rufus Gonzales) to appoint Michael Waltz Clerk of the Vestry and Mike Trumbold Treasurer, each for a term of one year. With no discussion or questions **the motion passed** unanimously.

Review of January 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:* For the benefit of the Vestry members, particularly new ones, as he went through the statements Mike explained the purpose of various accounts. He noted that the Capital Campaign Certificate of Deposit has been invested at 4.85% with a renewal date of November 29, 2024. The Columbarium CD is at 4.7% with a November 24, 2023 renewal. There is over \$17,000 in the Money Market Account, which are funds transferred from the Operating Account because they’re not currently needed to pay bills. The Operating Savings Account had a large increase because of a parishioner’s \$100,0000 donation. In January the Endowment Fund exceeded \$2,000,000.

*January Statement of Activity:* Revenue for the month was below budget because Care For Friends gave its January donation in December. There was a \$675 expense for Father Minturn’s funeral, and a \$175 charge for ushers’ de-escalation training. Weekly plate and pledge numbers are high, the latter because some people were catching up on 2022 pledges. Net revenue was high because of the large donation and higher than usual offerings. Expenses included the quarterly commercial insurance premium. A \$242 charge under hospitality was for the annual meeting. January contributions for the lay pensions and the 403(b) match were made in February. Mike explained that adjustments will continue to be made to the budget as we get renewed contracts for services and supplies. Pledges for the year are now at \$395,000, the highest for several years.

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

## Reports:

*Rector's Report:* Father reported that work is progressing on the March 5th Ministry Fair and encouraged Vestry members to attend. January saw a revival of children serving at the 9:00 mass, initially along with parents. Father joined a group that attended a Boho Theatre performance of "tick, tick, BOOM!" The production had a trans and nonbinary director and cast; a meeting with them afterward resulted in a lively discussion about gender and nonbinary issues. Father explained that all Atonement masses during Lent will include prayers with gender inclusive language. He noted that Breaking Bread started the last Tuesday in January and that the February meal will be held on Shrove Tuesday. Another new group, Friendly Seniors, had its first meeting last week with a large turnout. Father told members he is now in the process of looking for his next assignment.

*Buildings and Property Guild/ S-4:* Dave Beil and Richard Benson reported that a grant proposal being prepared for the Climate Infrastructure Fund will focus on renewable energy and energy efficiency in the church and parish hall. A new company has said that, contrary to what we were told earlier, a smaller solar panel on the parish house might work. The assessment of the rectory identified three priorities: identification and solution of water infiltration, plumbing repairs, and professional cleaning before showing it to a candidate. Work is progressing on two proposals for the replacement and possible relocation of the north lawn ramp.

*Outreach:* The Vestry received a written report prior to the meeting. Care For Friends is going well; the youth night had low attendance but CFF is open to trying similar events and to more collaboration. The Guild is planning to resume serving food at Sarah's Circle and will be having a donation drive to collect toiletry items for Care for Real. Charles Stewart is hoping to take a group to Chiapas this year. The Guild has been exploring ideas for new events, initiatives, and activities and is forming a chartering committee.

*Block Party:* Rufus Gonzales said the group is looking for the best date. If the block party happens before Labor Day we may be able to take advantage of some things from the city like a free bounce house. It was agreed that the best date would be August 26th, shortly after school starts. Rufus said Care For Friends is interested in participating in the project.

*Concert Fundraiser:* Amanda Kim discussed a concert planned for her home on April 1st, which she hopes will raise \$3,000 for Atonement. It was suggested to try to market the concert outside of the Atonement community to raise awareness of our activities and generate ticket sales from people other than our members. Amanda led a lively discussion about other small group activities that might serve as fundraisers.

*Vestry School:* Members who attended the recent Vestry School felt it was very worthwhile, with great chances to talk to others doing this work. Most felt attendance should be strongly encouraged when it's offered again.

## Action/Discussion Items

*Rector Search:* Dave Beil thanked the Search Committee for its hard work and Vestry members for their quick responses to the first draft of the search documents. He noted that their major suggestions were incorporated in the revised draft that will be sent to the Diocese with the Vestry's approval. **A motion was made** (Richard Benson) **and seconded** (Charles Bonilla) to approve the documents as presented with the proviso that the financials be updated to reflect our most recent pledge numbers. With no further discussion or questions **the motion passed** unanimously.

*Vestry Vacancy:* Because Amanda Kim was elected Warden at the annual meeting there is now an opening on the Vestry. Father asked members to encourage people they thought would be good to apply.

*Endowment Guild Vacancies:* Multiple people are needed for the Endowment Guild, which meets four times a year. Like members of the Vestry, Endowment Guild members serve three-year terms. Again, members were asked to encourage qualified people to apply.

*Review of Responsibilities and Expectations:* Father encouraged those who didn't attend the Vestry School to review the materials that are on Google Drive.

*Nursery:* We need another attendant. Father will post the job description on the Vestry Drive and encouraged members to identify candidates. Father suggested a rate around \$20 an hour is needed to attract a candidate and Mike Trumbold said we can afford that because the money comes from the Education Fund and doesn't directly impact the budget. **A motion was made** (Richard Benson) **and seconded** (Aaron Johnson) to recommend to the Interim Rector that he attempt to hire someone with pay in the \$20 range. With no further discussion or questions **the motion passed** unanimously.

### Blue Sky Thinking

This was an opportunity for members to share what's on their minds and discuss things they like or don't like. Among the comments was a request to add a more spiritual element to Vestry meetings. It was noted that energy in the parish is very high and Vestry members need to direct it. They should be more visible, encourage others to attend meetings, and empower congregation members to take responsibility for some activities.

### Nuts and Bolts

*Calendar invites for future meetings:* Father explained that future meetings will be held in person and on Google Meet. A calendar of dates with the link will be sent soon.

*April Meeting:* Because April 9th, the second Sunday in April, is Easter it was agreed to change that meeting to April 16th.

Dates for Calendar:

- Shrove Pancake Dinner – February 21, 6:00 p.m.
- Ash Wednesday mass – February 22, 7:30 a.m. with Bishop Paula
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- City green infrastructure grant deadline – February 24
- St. Cecilia Choir's first touring Evensong – February 26, 5 p.m., Lake Forest
- Stations of the Cross starts – March 3
- Ministry Fair – March 5
- Next Vestry Meeting – March 12 at 1:00 p.m.
- House Concert Fundraiser – April 1

Following a blessing by Father Dan the meeting adjourned at 3:03 p.m.

Respectfully submitted,

*Michael Waltz*  
*Clerk of the Vestry*