

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, January 18, 2023, 12:20 p.m.

Present: The Rev. Hunter Ruffin; The Rev. Carmen Valenzuela; Mary O’Grady, Senior Warden; Alex Davis; Tamara Noel; Linda Spencer-Walters; Diane Spillum; Ann Tebo; Jan Wagner; Pam Waterman; Dylan Westbrook; Cece Wilhite; Ann Neal, Treasurer; Karen Ford, Clerk.

Guest: Jack Harthun, Finance Committee.

Absent: Steve Geislinger, Junior Warden.

Father Hunter opened the meeting with prayer.

Diocesan Debt Payoff: Father Hunter reported on the meeting which our Bishop had with those Vestry members who were able to attend (via Zoom) on January 4. She offered us the opportunity to pay \$60,000 which would pay off what we owe for Mission Share payments from previous years. There is money (\$82,000+) in our account which we have been holding onto for this, and the balance of \$21,000+ will go back into the Capital Projects Fund. Alex moved, seconded by Tammy, that the \$60,000 be paid. The motion carried.

Draft Parochial Report: Father Hunter and Pastor Carmen went over some of the information requested for our Annual Parochial Report. The National Church requests different data each year. Copies of the report will be emailed to all Vestry members before the Vestry retreat, but some of the questions were briefly discussed. It was decided to leave out the racial/ethnic information since we don’t have a way to determine that. There are some longer narrative questions which will be sent to Vestry members, and their thoughts would be appreciated.

Minutes of December Meeting: Diane moved, seconded by Cece, that December’s Vestry Minutes (Karen’s last ones!) be accepted. The motion carried.

Capital Campaign Planning: Alex said that they would like to make an announcement about the Campaign at the Annual Meeting. They are working on a House Meeting

Timeline. There will be a private campaign in the fall, followed by a public campaign in 2024. “We’re like a lighthouse with the sand washing away.” It was suggested that those Vestry members whose terms are ending this month be included. The Campaign will be mentioned at the Annual Meeting as well as at the February 5 Sunday service. Jan moved, seconded by Diane, that the Vestry affirm moving forward. The motion carried.


2023 Mission Plan: Father Hunter went over the Mission Plan and asked two questions – How can we get the budget closer to what we’ve wanted? How do we keep this from becoming a management problem, when it’s actually a community problem? A lengthy brainstorming discussion followed with an exchange of ideas. It was mentioned that our annual loss was much less than expected. Ann Tebo moved, seconded by Dylan, that the 2023 Mission Plan be sent to the Annual Meeting, with Father Hunter and Mary going over what we’ve done. It will be adjusted if any pledges come in this week. The motion carried.

Treasurer’s Report: Ann Neal went over her report. She’s been working at reaching out to our investment funds to transfer them to the Episcopal Church Foundation, but nothing has been moved so far. She said that pages 1-2 and 10-13 will be sent to the Parish before the Annual Meeting. Father Hunter indicated that \$18,091.50 will be taken from the Foundations Fund and the balance from the Current Liabilities account to pay off the Diocesan Debt. Any balance in the Current Liabilities account will go back into the Capital Projects Fund. Jan moved, seconded by Ann Tebo, that the Treasurer’s Report be accepted. The motion carried.

Father Hunter asked if there was any new business, and there was not.

The meeting adjourned at 2:45 p.m.

Respectfully submitted,



Karen Ford, Clerk

Annual Parish Meeting
January 29, 2023 – 11:40 a.m.

Father Hunter opened the meeting with prayer. A quorum was declared.

Father Hunter delivered his Annual Report (see attached).

Appointment of Senior Warden

Mary O'Grady has agreed to serve a third and final year as Senior Warden.

Election of Junior Warden

Dylan Westbrook had been nominated as Junior Warden. Other nominations were invited; there was none. Linda Spencer-Walters nominated Dylan, seconded by Pat Blackman; he was elected.

Vestry Elections

Three persons had been nominated for the three open positions on the Vestry: Steve Geislinger, Aaron Van Briesen, and Jude Wickelgren. Other nominations were invited; there was none. Kim Sunia moved these candidates be elected, seconded by Amy Douglass. They were all elected.

Financial Report

Treasurer Ann Neal reported that Epiphany had a pretty decent 2022. We had budgeted a loss of over \$66,000 but only lost \$17,500. Thanks to a generous gift which lessened what we owe on our mortgage by a third, our payments are down more than \$3,000 a month! Ann Tebo moved that the Financial Report be accepted as presented, seconded by Cece Wilhite. The motion carried.

Mission Plan Presentation

Ann Neal stated that the Vestry had cut as many items and amounts as possible. She explained the additional clergy amount, as well as the clergy retreat expenses. A 2% cash adjustment is all we can afford for staff.

Christian's hours have been increased from 23 to 30 a week, increasing communications. Father Hunter's health care is going up since he will no longer be single. The Diocese is requiring background checks (using their program) for some voluntary ministers.

Our operations have been pretty flat except for utilities (electricity and water). Our debt service is going down!

Father Hunter reported that there was hope that the Serve Council could be funded, but the money just isn't there.

Ann said the planned deficit for 2023 is \$78,777.

Jack Harthun of the Finance Committee mentioned the loss of the French School and the income from that. We have leased space to the Black Mothers' Forum Micro-School, as well as a lot of 12-Step meetings, Unity Church, recitals, and miscellaneous meetings.

It was asked if the pledge total was down, and it is. The only place to cut expenses is with the staff – we need to increase income instead.

Other comments from Father Hunter and Mary O'Grady included: We were unable to increase the music budget; We had hope to add Nursery workers and staff; We had hoped for four large Fellowship events; We wanted to fund the Serve Council (Outreach) budget; Our personnel costs cannot keep up with inflation. Mary said that they are hoping things will be better by the end of the year. Heidi Thomas moved that the 2023 Mission Plan be accepted as presented, seconded by Andrea Stewart. The motion carried.

Awards/Recognition

Father Hunter thanked Tamara Noel, Ann Tebo, and Dylan Westbrook for serving full three-year terms on the Vestry, through difficult times (the pandemic). They will be presented with crystal crosses, which are currently caught in Customs in Tennessee. The Rector's Cross is being presented to John Slaughter (in absentia) for his work on the buildings and grounds. Jerry Adwell is stepping aside as Property Manager, and Jack Waterman will be stepping in. He was given a very handy tool kit! Karen Ford was given a gift certificate for her three years as Clerk of the Vestry. Carmen Valenzuela, Christian Rodriguez-Ortiz, Matt Flora, and Miriam Hickman were thanked for their work, as well as our Assisting Clergy The Rev. Martha Seaman, The Rev. Corey Meier, and Father Steve Schaitberger.

No other business was raised so there was a motion to adjourn at 12:40 p.m.

Respectfully submitted,



Karen Ford

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Vestry Meeting, February 18, 2023, 8:30 a.m.

Present: The Rev. Hunter Ruffin; Mary O’Grady, Senior Warden; Dylan Westbrook, Junior Warden; Alex Davis; Steve Geislinger; Linda Spencer-Walters; Diane Spillum; Aaron VanBriesen; Jan Wagner; Pam Waterman; Jude Wickelgren; Cece Wilhite; Ann Neal, Treasurer; Andrea Stewart, Clerk.

Absent: None.

The Vestry Retreat began approximately 8:30 a.m. with Morning Prayer and introductions.

Minutes for the January 2023 Vestry meeting and 2023 Annual Meeting were not presented for review and approval.

Parochial Report: Fr. Hunter presented the Parochial Report pointing out that it is to be signed by Mary O’Grady, Sr. Warden; Ann Neal, Parish Treasurer; Andrea Stewart, Vestry Clerk; and Fr. Hunter. Aaron VanBriesen moved to accept the Parochial Report, seconded by Steve Geislinger. The motion carried.

Treasurer’s Report: Ann Neal, Treasurer, presented the report. In paying \$60,000.00 of our Mission Share debt to the Diocese, the remaining balance was forgiven. The remainder of the Diocesan required percentage set aside from large gifts was returned to the Capital Projects and Major Maintenance Fund to which it was originally donated. Fr. Hunter noted that the amount of \$440.00 under the Conference/Training/Lay Leadership fund should be categorized under the Clergy Retreat fund. Jan Wagner moved to accept the January 31, 2023, Treasurer’s Report as corrected, seconded by Cece Wilhite. The motion carried.

Year in Review: The Vestry discussed the 2022 Goals and the extent to which they were completed.

- Improve Campus Signage by 9/2022.
- Host dinners revised to create small dinner groups.
- Plan and execute two greater community events outside the parish to increase external presence by 3/2023.
- Plan to launch initial phase of Capital Campaign by Advent 2022.
- Create solution for welcoming and accommodating families with young children by 9/2022.

It was agreed the small dinner groups have been very successful. Progress was made on the other four goals; however, they were not completed, and the vestry will determine how they can be incorporated in its future goals.

Areas/events in which the Vestry saw success included the following:

- Made progress in re-instating community activities and parish events.
- The Stewardship dinner was a very nice event.
- An anonymous gift of \$500,000.00 helped the parish’s finances tremendously.
- Vaccine clinics which Epiphany hosted brought people to the church and helped the community.
- The Easter egg hunt and brunch brought in members of the community.
- Participation in the Escalante Center Fall Fest was successful.
- Moving to a hybrid community.
- Alternating the location of Stations of the Cross between parishes during Lent helped connect our faith communities.
- MOE was restarted.
- Formation was relaunched.

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- The Parish library was revamped and is more accessible.
- Holy Week Compline services were introduced.
- There was a change in music leadership with the hiring of Matt Flora.
- Engagement with VIP expanded with more parishioners involved.
- Serve ministries were relaunched.

The Vestry also recognized some efforts that cannot be noted as successes:

- Missed opportunity at the Stewardship dinner in not encouraging attendees to complete their statement of giving at that time.
- The Stewardship goal for 2023 of \$401,000.00 in pledges was not met; pledges of \$360,000.00 have been received.
- The structure of the Parish Council has not been successful in leading to more lay leadership. Only six individuals attended the last Parish Council meeting.

Fr. Hunter explained and demonstrated the “Two Loops Model” for viewing/determining the stage in which the parish is operating and where we would like to be. The Vestry discussed whether to ask the members of the parish to participate in this exercise. No conclusion was made at this time.

The Vestry took a 30-minute break for lunch about 12:15.

Approximately 12:45 the Vestry resumed the meeting to address the plan for 2023.

Goals for 2023: As they were inclined to share, Vestry members presented a question that might lead us to name the intentions for the parish for 2023. The pattern or theme of the questions presented led to the final question to be answered: How do we sustain and nurture a vibrant Christian community in the context of the world today?

Through much discussion the Vestry identified three goals for 2023:

1. Continue work for the capital campaign with the potential launch in the fall of 2023.
2. Build a robust welcome ministry inclusive of new “members” up to 18 months. A working group will be established by Holy Week, and an ongoing ministry will be in place by August 1, 2023.
3. Form task groups for key parish functions:
 - 6-month planning calendar with Vestry “shepherds.”
 - Study the implications for parish restructuring based on task experiences.

Fr. Hunter invited the Vestry to complete the Clifton Strengths online assessment which identifies one’s top five strengths. The results would be shared at the March Vestry meeting. The purpose would be to see what each member’s strengths are, how we can help one another, who’s strengths would be called into play when addressing ministries, and where we might be absent the strengths needed.

The meeting closed with prayer and adjournment approximately 4:00 p.m.

Respectfully submitted,

Andrea Stewart

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Vestry Meeting, February 18, 2023, 8:30 a.m.

Clerk of the Vestry

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, March 19, 2023, 12:15 p.m.

Present: The Rev. Hunter Ruffin; Mary O’Grady, Senior Warden; Dylan Westbrook, Junior Warden; Alex Davis; Steve Geislinger; Linda Spencer-Walters; Diane Spillum; Aaron VanBriesen; Jan Wagner; Pam Waterman; Jude Wickelgren; Cece Wilhite; Ann Neal, Treasurer; Andrea Stewart, Clerk.

Absent: None.

Fr. Hunter opened the meeting with the Devotion at Noon.

Our Sacred Bundle/Vision:

CliftonStrengths Overview: Fr. Hunter presented a spreadsheet documenting CliftonStrengths as submitted by the Vestry members. (Four people still need to send their results to Fr. Hunter.) Fr. Hunter defined the formula as being...

Talents + Skills + Knowledge = Strengths

...and explained the relationship of the strengths to the four Domains. Fr. Hunter offered to meet with anyone who would like to learn more about their individual results in the assessment.

Vestry Task Group Assignments: Fr. Hunter wrote on the whiteboard “Communities of Practice” and asked why we should open meetings with prayer and/or scripture/Bible study. Answers included we are a faith-based group, it is a place of spiritual nourishment, and to ask God for guidance. There was a discussion of what to name the various groups (committees, councils, ministries, etc.). It was agreed to refer to the various groups as “Committees” and acknowledged that it is important that each includes spiritual nourishment. A discussion of task groups proceeded with each Vestry member volunteering to liaison (*not lead*) with the groups, as follows:

Alex Davis: Stewardship (fall pledge campaign, planned giving, sharing of time and talent, capital campaign)

Diane Spillum: Children, Youth and Family Formation

Cece Wilhite: Pastoral Care (community of hope, lay Eucharistic visitors, Care Connect, casserole campaign for families in “crisis”)

Jan Wagner: Adult Formation

Steve Geislinger: Community Engagement

Jude Wickelgren: Worship

Aaron VanBriesen: Serve

Linda Spencer-Walters: Fellowship

Pam Waterman: Welcome (new attendees up to 18 months of attendance)

Dylan Westbrook: Property

Fr. Hunter asked that each group: (1) establish a routine of prayer/meditation/study; (2) publish a 90-day schedule of meetings with dates, times, and method of gathering (in-person, Zoom, hybrid); and (3) schedule a meeting with him to plan invites and schedule events. A Community Sunday where all Communities could represent their activities and invite participants is a possibility.

Capital Campaign: Alex and Jan presented a plan to hold meetings to discuss the campaign with parishioners. The focus of the meetings would be to: (1) recruit membership; (2) increase giving; and (3)

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eliminate debt. Meetings would be held on various dates and times. One meeting would be held at Friendship Village where several parishioners reside. The meetings would be led by two presenters, with a “trial run” held for the Vestry members to work out details and train future presenters. Additional people needed would include a note taker and people to help set up snacks and tidy up after the meetings. The campaign would begin with a letter from Fr. Hunter and Mary (as Senior Warden) sent after Easter to update the congregation. Christian Rodriguez Ortiz, Communications Assistant, would be tasked with creating an infographic.

Business Meeting:

Budget Update: Fr. Hunter Report to the Vestry that he applied for a grant, which was awarded to the parish. The grant is renewable for up to 3 years. The grant will be applied to the parish debt as part of a parish reinvigoration program.

Meeting Minutes: The minutes for the January Vestry meeting, Annual Meeting, and February Vestry Meeting were presented. Steve Geislinger moved to accept the minutes; Jan Wagner seconded. The motion passed unanimously. It was agreed that monthly minutes would be distributed within 10 days of the meetings. If no changes or corrections were communicated to the Clerk, the minutes would become part of the Consent Agenda.

Treasurer’s Report: Ann Neal, Treasurer, presented the report. Clarification of “Regular Givers” was requested. These are checks or cash received on a regular basis from identifiable individuals who have not signed a giving statement. Zoom and bank charges were questioned. These are both periodic payments, so an accrual entry is made each month. Music expense is a negative number due to a gift. Ann will check on recategorizing that item. Steve Geislinger moved to accept the February 28, 2023, Treasurer’s Report as corrected, seconded by Cece Wilhite. The motion carried.

New Business/Future Agenda Items: Fr. Hunter sent a copy of the Safe Church Policy to each Vestry member for discussion at the April Vestry meeting. The Vestry will tailor it to the needs of Epiphany, including who—beyond paid staff--should have a background check. Individual training is required to be renewed every three years. A discussion will be held regarding rebalancing and re-amortizing our building loan. We will also discuss anti-racism training.

Closing Prayer: Fr. Hunter asked for prayer requests and led us in a closing prayer.

Dismissal: Jan Wagner moved for adjournment at 2:31 p.m. Fr. Hunter dismissed the Vestry.

Respectfully submitted,

Andrea Stewart
Clerk of the Vestry

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, April 16, 2023, 12:15 p.m.

Present: The Rev. Hunter Ruffin; Mary O’Grady, Senior Warden; Dylan Westbrook, Junior Warden; Alex Davis; Steve Geislinger; Linda Spencer-Walters; Diane Spillum; Aaron VanBriesen; Jan Wagner; Pam Waterman; Jude Wickelgren; Cece Wilhite; Andrea Stewart, Clerk; Heidi Thomas, guest.

Absent: Ann Neal, Treasurer.

Fr. Hunter opened the meeting by asking a volunteer to read a scripture passage. Everyone was asked to name a word or phrase that drew him/her. A second volunteer read the same passage. Everyone was invited to ask a question or state an insight from what they heard. A third volunteer was asked to read the passage. We were then asked to share how this passage affected us; how it made us “feel”. As part of learning about our spiritual gifts, we were asked to complete a diagram to share at the next meeting.

Our Sacred Bundle/Vision:

Vestry Listening Sessions Presentation: Alex Davis, Jan Wagner, and Linda Spencer-Walters gave a trial run of the presentation to be given to the congregation. Five sessions will be offered with sign-up available online. The purpose of the presentation at the vestry meeting was for the vestry members to offer critique and suggestions as to the structure and content of the presentation. They began with Ground Rules which will be included in each presentation:

- Committing to full participation
- Sharing collective wisdom for inclusive solutions
- Accepting shared responsibility
- Embracing creativity and a “what if?” mindset supporting open and equitable discussion

The presentation will be focus on three areas:

- Debt at Epiphany
- Parish Giving
- Paths Forward

Presenters will be Alex Davis, Mary O’Grady, Linda Spencer-Walters, Heidi Thomas, Aaron VanBriesen, and Jan Wagner.

Nursery/Childcare Discussion: A discussion was held concerning the need to offer childcare during the 10:00 service so parents can enjoy the full spiritual and community experience of the service. Fr. Hunter shared with the vestry his discussion with two parents who are struggling with this issue. Mary O’Grady and Jan Wagner volunteered to staff the nursery on Easter Sunday. They had six infants and toddlers. Getting two volunteers for each Sunday is difficult and not a dependable option. The cost of hiring two workers for the nursery would be approximately \$6,000.00 per year. Jan Wagner moved to fund the nursery for two workers as an operational expense for the balance of this calendar year. Linda Spencer-Walters seconded the motion, which was carried unanimously.

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Vestry Meeting, April 16, 2023, 12:15 p.m.

Business Meeting:

Action Items: The Safe Church Policy will be discussed at the May Vestry meeting. A key part of that discussion will be who will be required to have a background check.

The timing on when to rebalance and/or re-amortize Epiphany's mortgage loan was discussed. As no action is planned immediately, the Vestry will revisit the topic in the Fall.

The phone service and equipment contract with our provider, Crexendo, is ending. A new contract was offered for three years and five years, both of which will offer a monthly savings. The question of changing technology was brought up in relation to whether to sign a three-year or five-year contract. Pam Waterman moved, seconded by Diane Spillum, to go forward with the three-year contract. The motion carried.

Treasurer's Report: Ann Neal, Treasurer, was absent due to illness. Fr. Hunter highlighted the total income, expenses, and net ordinary income on the March 2023 Treasurer's Report. Due to Ann's absence further discussion and approval of the March 2023 report was tabled until the May Vestry meeting.

The Finance Committee is working to move Epiphany's investments before the May Vestry meeting.

New Business/Future Agenda Items: Fr. Hunter emailed to the Vestry members materials he received last month when approached by the Boy Scouts to form a new Boy Scout Unit at Epiphany. With so many groups sharing space at Epiphany, the first issue to consider is what space and day would be available for the Boy Scouts to meet. Further discussion is needed before a decision can be made.

Alex Davis brought forward the review and possible approval of a gift acceptance policy for Epiphany.

Fr. Hunter reminded the Vestry that all liaisons to the ministries of the parish need to set up a meeting with him.

Closing Prayer: Fr. Hunter asked the vestry for prayer requests and led us in a closing prayer.

Dismissal: Steve Geislinger moved for adjournment at 2:31 p.m. Fr. Hunter dismissed the Vestry.

Respectfully submitted,

Andrea Stewart
Clerk of the Vestry

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, May 21, 2023, 12:15 p.m.

Present: The Rev. Hunter Ruffin; Mary O’Grady, Senior Warden (via Zoom); Dylan Westbrook, Junior Warden; Alex Davis; Steve Geislinger; Diane Spillum; Aaron VanBriesen; Jan Wagner (via Zoom); Pam Waterman; Jude Wickelgren; Cece Wilhite; Ann Neal, Treasurer, Andrea Stewart, Clerk; Michelle Davis, guest.

Absent: Linda Spencer-Walters.

Fr. Hunter opened the meeting using the spiritual practice of Lectio Devina. After reading a passage from the Bible everyone was asked to identify a word or phrase that drew him/her. After a second reading of the passage everyone was invited to think of a question about what they heard. Following the third reading we were asked to think about how the passage made us “feel”. Fr. Hunter invited the ministry liaisons to use this spiritual practice to open the meetings of the ministry groups over the next few months.

Our Sacred Bundle/Vision:

Work of the Welcome Ministry was presented by Pam Waterman, liaison for that ministry. Pam highlighted the items from the report she emailed to all members of the Vestry.

- More volunteers for the Bagels and Beginnings events are needed.
- It was suggested by Jude Wickelgren, a member of the Welcome Ministry, that current parishioners could update newcomers about the events and ministries of which they are a part to give a broader picture of Epiphany.
- The number of greeters welcoming people as they enter the church will be increased for both services, with two greeters at the 8:00 a.m. service and three greeters at the 10:00 a.m. service.
- “Business” cards will be given to newcomers by the greeters with Epiphany’s name, phone, and web address. The greeter should write their own name and either phone or email address on the front or back of the card as a contact in case the newcomer has questions.

Jan Wagner, liaison for Adult Formation, emailed a report to all Vestry members. Beginning the week following the Bagels and Beginnings event a 9-week small group (8 to 10 people) for newcomers will be held to discuss what it means to follow the Gospel.

Fr. Hunter again invited the group ministry liaisons to contact him for a brief discussion about the plans/direction for the individual ministry groups. It is up to the liaison to let him know if the group is struggling. If the clergy or staff are directing the activities of the ministry, they are taking away the opportunities for lay members to serve in ways that are meaningful to them.

Each liaison should email a report on their ministry group to all Vestry members prior to the monthly meeting. It can be as simple as highlighting activities coming up within the next month or two. Vestry members will have the opportunity in the Vestry meetings to ask the liaisons questions.

Business Meeting:

Action Items:

The Diocesan Safe Church Policy and the Parish Policy for the Protection of Children, Youth, and Vulnerable Adults were emailed to all members of the Vestry. The Vestry proceeded to discuss who

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within Epiphany should be required to have background or credit checks. Alex Davis asked if contract employees, such as the cleaning crew, should be required to have background checks and, if so, who would pay for it. It might be a deterrent for the contracted company, turnover is often high for those industries, and the members of the crew on any given date may not be consistent. Steve Geislinger moved to approve the Diocesan policy and table the parish policy until further review and discussion. Aaron VanBriesen seconded the motion, and the motion was carried.

Fr. Hunter explained that there is a large amount of cash in our checking account that should be invested in a way that provides the church with some interest income yet does not tie up the funds for a lengthy period. A document to authorize the Treasurer to invest those funds (under the direction of the Finance Committee) in certificates of deposit (CD's) was discussed. National Bank of Arizona, where the checking account for Epiphany is held, has CD's earning 4.75% for terms of five, seven, and eleven months. Steve Geislinger motioned to approve the authorization to invest the funds up to \$200,000.00 in CD's. Diane Spillum seconded the motion, and the motion was carried.

The Epiphany website needs to be redesigned to make it more user friendly. Three quotes were obtained: \$1,000.00 for complete redesign from Little Ox Workshop; and \$350.00 for rebuild of homepage only or \$3,000.00 for complete rebuild from Kelley Consulting. Steve Geislinger motioned to accept the quote from Little Ox Workshop. Cece Wilhite seconded the motion, and the motion was carried.

The Finance Committee has developed a Gift Acceptance Policy to document how to consistently handle gifts to Epiphany, including type of gifts (cash, real estate, personal property, etc.), restricted or unrestricted gifts, and bequests. Discussion of the policy was led by Michelle Davis of the Finance Committee. Vestry members agreed to revisit and approve the policy at the June meeting.

Treasurer's Report: Ann Neal, Treasurer, presented the March and April financial reports. Ann stated that both the Cambridge and Schwab accounts have been closed. Ann answered questions from the Vestry members. Pam Waterman motioned to accept the March and April financial reports. Steve Geislinger seconded the motion, and the motion carried.

New Business/Future Agenda Items:

Alex Davis stated there will be discussion regarding purchase of new thermostats for the education building and a Roomba to assist with cleaning floors between contractor services. Dylan Westbrook, Jr. Warden, stated bids will be accepted and discussed by the Vestry for resurfacing and striping of the parking lot. No other new business was brought forward.

Closing Prayer: Fr. Hunter asked the vestry for prayer requests and led us in a closing prayer.

Dismissal: Fr. Hunter dismissed the Vestry at 2:33 p.m.

Respectfully submitted,

Andrea Stewart
Clerk of the Vestry

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, June 25, 2023, 12:07 p.m.

Present: The Rev. Hunter Ruffin; Mary O’Grady, Senior Warden; Dylan Westbrook, Junior Warden; Alex Davis; Steve Geislinger; Linda Spencer-Walters; Diane Spillum; Aaron VanBriesen; Jan Wagner; Pam Waterman; Jude Wickelgren; Cece Wilhite; Ann Neal, Treasurer, Andrea Stewart, Clerk; Pat Blackman and Karen Ford, guests.

Fr. Hunter opened the meeting using the spiritual practice of the Daily Examen.

Our Sacred Bundle/Vision:

Karen Ford, Pat Blackman, and Andrea Stewart presented an outline for reactivating the annual Spaghetti Dinner and Auction. The event will be “renamed” Epiphany Auction and Dinner, and proceeds will be shared between the Serve Council and the other parish councils. It was emphasized that this will be a parish-wide event and will need the support and efforts of parishioners from all ministries. The ministry liaisons will play an important role in ensuring parish involvement.

Work is needed in forming and maintaining tasks groups, including soliciting new members. Meetings and events should be posted in the weekly STAR and Sunday bulletins. All items should be submitted to Christian (christian@epiphanytempe.org). Pam Waterman suggested the liaisons briefly talk about the ministries during announcements before the service—one per week. As attendance is lower during the summer months, Fr. Hunter recommended we wait until the fall to begin that.

Business Meeting:

Consent Agenda:

There was no discussion on the consent agenda items.

Action Items:

The Gift Acceptance Policy was emailed to all Vestry members to review before the meeting. A change in the policy since the May meeting further categorizes approval of tangible personal property by type and proposed use of the gift giving the rector more discretion in the use of items for the church facilities. Discussion helped clarify that ideally the Gift Acceptance Committee, the Endowment Committee, and the Finance Committee would be separate committees working independently. As Epiphany has neither the expertise nor inclination of its membership to serve currently, the responsibilities of the first two committees are handled by the Finance Committee. Steve Geislinger motioned to approve the policy; Jan Wagner seconded; the motion carried.

Installation of new thermostats was presented by Dylan Westbrook. The eleven (11) thermostats needed will cost \$300.00 each. Installation will cost \$500.00. SRP will provide a rebate of \$200.00 per thermostat subsequent to their installation. Ann Neal clarified that the purchase of the thermostats will be debited to the Capital Funds account (as the cost exceeds \$1,000.00 and life of the asset exceeds one year) in the month the expense is incurred, and the rebate will be credited back to the Capital Funds account in the month in which it is received. The cost before the rebate will be approximately \$4,500.00. Aaron VanBriesen motioned to approve the expenditure; Steve Geislinger seconded; the motion carried.

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Vestry Meeting, June 25, 2023, 12:07 p.m.

Jan Wagner, Alex Davis, and Linda Spencer-Walters presented the results of the Listening Sessions which were emailed prior to the June meeting. Jan said her take-away from the sessions was that many parishioners felt an extreme sense of loss during the pandemic. Services were available through Zoom only for many months, and any classes, meetings, and fellowship opportunities were via Zoom, postponed, or discontinued altogether. In polling the members on the options for the parish going forward, the results were evenly split between building membership, increasing pledges, and having a capital campaign. Putting the idea of increasing pledges aside, the vestry members were asked to share their thoughts on whether they believed Epiphany should concentrate on building membership or creating a capital campaign. The majority agreed both options are important for the growth of the church. Jan commented that she believed the parish may not be ready for a capital campaign and that most people have never learned how to “invite” others. Linda agreed with Jan’s statement about inviting others, adding that who you invite can be affected by where or how you encounter people (i.e. work environment). Further discussion was tabled until the August meeting.

Fr. Hunter suggested all vestry members read People of the Way: Renewing Episcopal Identity, for discussion at the August vestry meeting. He brought forward another book titled Signs of Life: Nurturing Spiritual Growth in Your Church by Jay Sidebotham. Vestry members agreed to read and discuss this second book in August.

Treasurer’s Report: Ann Neal, Treasurer, presented the May financial reports. Ann explained the issues with transferring funds from the Cambridge account over to the new State Street account. Steve Geislinger motioned to accept the financial reports; Pam Waterman seconded the motion; the motion carried. The vestry was reminded there will not be a meeting in July; therefore, the June and July financial reports will be presented in August.

New Business/Future Agenda Items:

There was no new business.

Closing Prayer: Fr. Hunter asked the vestry for prayer requests and led us in a closing prayer.

Dismissal: Fr. Hunter dismissed the Vestry at 2:28 p.m.

Respectfully submitted,

Andrea Stewart
Clerk of the Vestry

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, August 20, 2023, 12:15 p.m.

Present: The Rev. Hunter Ruffin; Mary O’Grady, Senior Warden; Dylan Westbrook, Junior Warden; Alex Davis; Steve Geislinger; Diane Spillum; Aaron VanBriesen; Jan Wagner; Pam Waterman (via Zoom); Jude Wickelgren; Cece Wilhite; Ann Neal, Treasurer; Pastor Carmen Valenzuela; Andrea Stewart, Clerk.

Gathering:

Fr. Hunter read from the Gospel of John about the death of his friend, Lazarus. Vestry members were asked to reflect on this passage and share any thoughts or experiences if they wished. We recognized and shared our grief at the loss of our friend, fellow parishioner, and vestry member, Linda Spencer-Walters.

Leadership School:

Book: Signs of Life:

As this book has a lot to digest and discuss, the vestry will discuss one chapter each month using the “Reflection” questions. Of the eight archetypes of churches presented in chapter 1, several vestry members identified Epiphany as being complacent and extroverted. Ideas were shared as to what that means and how we might change that. The question was asked if this book would be a good study for the congregation.

Listening Sessions Review and Next Steps:

Fr. Hunter commented on the excellent work Alex, Jan, and Linda did on the Listening Sessions. The vestry was reminded that the compiled results of the three options presented in the sessions were equally split among building membership, increasing pledges, and having a capital campaign. All vestry members agreed that it is critical to present the results of the listening sessions to the congregation timely along with a plan of action. Each vestry member was polled and asked to select one option that Epiphany should pursue. The members were evenly divided between building membership and endorsing a capital campaign to reduce or eliminate the mortgage debt. Fr. Hunter and Jan both stated they are aware of several parishioners who are very much not in favor of a capital campaign, which can affect their support of the decisions made by the vestry. The final decision of the vestry is to focus on spiritual renewal in the parish and ramping up the stewardship campaign. An all-parish potluck lunch will be scheduled for October 1 where the results of the listening sessions and the vestry’s plan will be presented to the congregation.

Alongside the stewardship campaign in November, the parish will host a matching gift campaign thanks to the generosity of an anonymous donor. If the parish raises at least \$25,000 in capital funds for debt reduction, it will be matched up to \$25,000.

Consent Agenda:

There was no discussion on the consent agenda items.

Discipleship and Mission:

Funeral Guide View:

The Funeral Planning Guide was emailed to all members of the vestry and executive committee. As Rector of Epiphany, all decisions regarding building use and worship services are made by Fr. Hunter. Issues regarding financial matters are voted upon by the vestry. Fr. Hunter asked for input on the fees listed for “Active Members” of the congregation and “All Others”. In addition he asked that he be given discretion relating to non-active members of the congregation. The guide will be posted on the website.

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Vestry Meeting, August 20, 2023, 12:15 p.m.

Back to Church Sunday:

Back to church Sunday is scheduled for September 10. Childrens' education will begin that day. Teachers and chaperones are needed. All vestry members are asked to be in attendance. A campaign titled "Rooted in Abundance" will begin with "Works and Wisdom" giving cards handed out to parishioners who will be asked to complete them pledging time and talent as active members of the congregation.

Vestry Committee Reports:

There was no discussion on the vestry committee reports.

Financial Report:

Ann Neal, Treasurer, presented the June and July financial reports. Ann stated that the Cambridge account is (finally) closed and there is positive income for June, July and year-to-date as of July 31. Fr. Hunter asked Ann to look at the Clergy/Professional expense as it appears to be exceptionally high. Carmen mentioned that an expense came into the office which Fr. Hunter and she discussed and decided to book to that account. She believes that is the difference he is seeing. Steve Geislinger motioned to accept the financial reports; Jan Wagner seconded the motion; the motion carried.

Other Items Requiring Vestry Action:

Tamara Noel began her education to be ordained to the Sacred Order of Deacons. The cost is \$2,000. In supporting Tamara's calling to the diaconate it is suggested Epiphany provide a partial scholarship through the Father Ron Poston Legacy Fund of \$1,800 (90% of the tuition). Tamara would fund the remaining \$200. Steve Geislinger motioned to approve the scholarship; Aaron VanBriesen seconded the motion; the motion carried.

Epiphany is allotted four delegates to the Diocesan convention in October. Delegates who have been presented include: Stanlie James, Heidi Thomas, and Carmen Valenzuela. Fr. Hunter asked the vestry to approve the three delegates and pass approval of a fourth delegate to the office of the rector. Steve Geislinger motioned to approve the delegates as presented with Fr. Hunter to select the fourth; Jan Wagner seconded the motion; the motion carried.

New Business/Future Agenda Items:

The Black Mother's Forum will be vacating by the end of the year. Loss of the \$27,900 annual income is not as significant as in years past because it is about 6% of Epiphany's total annual income. The Vestry needs to consider other avenues of acquiring revenue using the parish facilities.

Closing Prayer: Fr. Hunter asked the vestry for prayer requests and led us in a closing prayer.

Dismissal: Fr. Hunter dismissed the Vestry at 2:25 p.m.

Respectfully submitted,

Andrea Stewart
Clerk of the Vestry

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, September 24, 2023, 12:15 p.m.

Present: The Rev. Hunter Ruffin; Mary O’Grady, Senior Warden; Dylan Westbrook, Junior Warden; Alex Davis; Steve Geislinger; Aaron Van Briesen; Jan Wagner; Pam Waterman; Cece Wilhite; Karen Ford, Clerk *pro tem*.

Absent: Diane Spillum; Jude Wickelgren; Ann Neal, Treasurer; Andrea Stewart, Clerk.

Father Hunter opened the meeting with prayer, using this morning’s Collect for Proper 20. A brief discussion followed.

Consent Agenda: Asked if there were any questions or comments, thanks were given for the acquisition of a Roomba. The consensus of the Vestry was to name her Gertrude, after the Saint who opposed rats and mice.

Prayer Requests: Father Hunter asked for prayers for Nicholas, Nadine, and Nichole Spencer-Walters; for Doris Clement, since Bob died on Friday; and for Rupert and Lorraine Loza.

Discipleship and Mission: Father Hunter led a discussion of RenewalWorks, a ministry of Forward Movement, which offers a process of going from where we are to where we want to be as a parish. It is a lay-driven work which explores:

1. Where have we been?
2. Where are we now?
3. Where do we feel called to go?
4. How will we get there?

This is an Episcopal program which we could not do on our own, and the price is reasonable. It will be announced at the Parish Potluck next Sunday.

Recruitment will begin a month or two before the launch, which will be early in 2024. We can set our own workshop schedule. Much discussion followed.

Steve moved, seconded by Jan, that Epiphany join the next cohort of RenewalWorks, and that \$500.00 be allocated for this program. The motion carried.

Facility Use: There was a discussion of how the Education Building can be used in order to grow Epiphany into the spiritually vibrant and community-based parish towards which we are working. Short-term and long-term considerations need to be discussed – rent space for income while also looking at our long-term mission. A committee will be formed to explore possibilities – organizations to contact include East Valley Intergroup of Alcoholics Anonymous and one-n-ten, an organization serving LGBTQ youth, which is looking for space. We need to get the word out and then discuss it further.

Committee Reports: There were no question on any of the reports. Pam was thanked for her work on the bagel get-together. Father Hunter invited that group to the upcoming Alpha Course.

Financial Report: Ann is not feeling well; Father Hunter offered to answer questions about the finances. We're basically flat (\$2,000.00 in the black). If we avoid spending where we can, we will end the year in the black. Aaron moved, seconded by Steve, that the report be approved. The motion carried.

Rebalancing and Re-amortizing the Mortgage: A lengthy discussion was held on the pros and cons of lowering monthly payments or shortening the length of our loan. Father Hunter explained the options. Jan moved, seconded by Cece, to approve the rebalancing and re-amortizing. Alex and Steve disagreed. Father Hunter reminded the Vestry that there is \$49,000 in the Mission Investment Fund which can be used toward the mortgage. This should be looked at along with the budget in coming months, but could be tabled for now. Jan withdrew her motion.

Leadership School: The discussion on Chapter 2 of *Signs of Life* continued after Karen had to leave the meeting. Pam supplied the following notes on the discussion:

Do we think that people NOT in this room agree that "making disciples" is the mission of our congregation?

Thoughts: this may not be foremost in people's minds; need to make them aware of something that is missing, and motivate them to seek it. Set an example through doing outreach. Hunter pointed out that sometimes we serve but we don't extend the invitation to then join us on the "other side of the table." People who have never come to a traditional church may not be comfortable, not knowing what the service would involve.

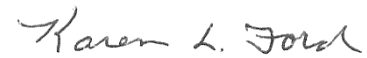
Sit/Stand/Kneel may be intimidating; we don't always realize this and we could also use some newer hymns. Maybe we could have a screen in church where we could show a video

at opening time, to signal time for prayer and contemplation. Use a projector and music?
Discussion of alternative forms of worship; what would the format be?

After discussion it was agreed to leave Linda's Vestry spot vacant until the new year, and then elect someone to a one-year position.

The meeting adjourned at ??? p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Karen L. Ford".

Karen Ford, Clerk *pro tem*

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, October 15, 2023, 12:16 p.m.

Present: Mary O’Grady, Senior Warden; Dylan Westbrook, Junior Warden; Alex Davis; Steve Geislinger; Diane Spillum, Aaron VanBriesen; Jan Wagner; Pam Waterman; Jude Wickelgren; Cece Wilhite; Carmen Valenzuela, Pastor for Community Life and Administration; Andrea Stewart, Clerk.

Absent: Fr. Hunter Ruffin; Ann Neal, Treasurer;

Gathering:

Mary opened the meeting with prayer. A brief discussion followed.

Prayer Requests:

Mary asked for prayer requests. Pam asked for prayers for friends of Jack and hers, Galit and Eitan and their family, who live in Israel.

Consent Agenda:

Not everyone received the September meeting minutes in time to read them before this October meeting. Cece moved to accept the minutes; Pam seconded the motion. The motion carried.

Discipleship and Mission:

Stewardship Plans:

The Stewardship Dinner is scheduled for Saturday, November 4. Jan Wagner, Susan Laidlaw, Gillian Murphy, and Roland Morley are the coordinators for this year’s dinner. “Plan of Giving” cards will be placed on the dinner tables to allow people to complete the card that evening. Giving cards will be blessed that evening.

The final blessing of Plan of Giving cards will be on Sunday, November 19.

Nominating Committee:

As outgoing vestry members, Alex, Diane, and Pam will act as the nominating committee for candidates for the 2024-2026 term (three people), completion of the 2022-2024 term (one person), and Junior Warden position.

Upcoming Special Events:

The Escalante/Thew Fall Festival will be held on Thursday, October 26. Epiphany will host a corn hole game with “prizes” consisting of a treat bag with Halloween pencils, bubbles, stickers, and the like. Each child who participates in the games will receive a treat bag. Volunteers are needed to help set up, monitor, and take down our tables and other items.

A Chili Dinner and Trick or Treat event hosted by MoE will be held on Sunday, October 29 from 5:30 p.m. to 7:00 p.m. Volunteers are needed to host games and give out candy. Costumes are encouraged.

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Vestry Reports:

The next Fellowship Committee will be held on Sunday, November 5. No questions were asked about Vestry liaison reports.

Leadership School:

Discussion covered the reflection questions at the end chapter 3 of the book Signs of Life. Most everyone shared what “got in the way” or “got them moving” in their personal spiritual journey. Most agreed that Epiphany is a hybrid of “a club for folks who have imagined they’ve arrived” and “a school for disciples who are on the way”.

Financial Report:

Mary handed out the copies of the financial report and asked if anyone had any questions. It was noted that we are moved from “black” in August to “red” in September. Jan moved to accept the financial report; Steve seconded the motion. The motion carried.

Other Items Requiring Vestry Action:

Dylan praised Jack Waterman’s work on obtaining bids for the parking lot project. Dylan named the four companies from whom bids were obtained, with Roadrunner appearing to be the best choice. The approximate cost of \$23,718 will come out of the Capital Projects Fund. As the bid was to expire August 8, Steve motioned to accept the bid from Roadrunner with a 10% contingency; Aaron seconded the motion. The motion carried.

New Business/Future Agenda Items:

Steve asked if it was possible for Vestry meetings to begin at noon or even earlier rather than at 12:15. Mary stated that Fr. Hunter needs to be available to parishioners after the 10:00 service and may have other items to address after the service. She stated she would speak to Fr. Hunter about the issue.

Steve suggested we have a “timekeeper”. The Clerk stated that she does call Fr. Hunter’s attention if discussion on an agenda item is running long.

It was pointed out that the sign for Unity Church as you come up the walk on the north side of the church building is confusing and may not correctly direct people wanting to attend Epiphany. A discussion ensued with no decision at this time.

Closing Prayer:

Mary closed the meeting with prayer. The meeting was adjourned at 1:41 p.m.

Respectfully submitted,
Andrea Stewart, Clerk

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, November 19, 2023, 12:16 p.m.

Present: Fr. Hunter Ruffin, Rector; Mary O’Grady, Senior Warden; Dylan Westbrook, Junior Warden; Alex Davis; Steve Geislinger; Diane Spillum (Zoom), Aaron VanBriesen; Jan Wagner; Pam Waterman; Jude Wickelgren; Cece Wilhite; Carmen Valenzuela, Pastor for Community Life and Administration; Andrea Stewart, Clerk.

Absent: Ann Neal, Treasurer

Gathering:

Fr. Hunter opened the meeting with prayer. A brief discussion followed the reading of 1 Thessalonians 5:9–11.

Consent Agenda:

There was no discussion of the items on the Consent Agenda.

Discipleship and Mission:

Stewardship Plans:

As of this morning 73 Plan of Giving cards have been received for \$287,738.00; \$113,000.00 short of budgeting needs. Thirty households have not yet submitted Plan of Giving cards. Next steps include sending thank you notes to those who have pledged and sending letters of encouragement to those who have not yet pledged. Phone calls will be made in January to any households who have not pledged as of that time. The Giving Page on the website will include an option to give through securities.

RenewalWorks Update:

In early December Epiphany will participate in a conference call on how to prepare for the implementation of RenewalWorks. Ideally we will have 9 to 14 members of the congregation leading this ministry. The contract will be signed by Fr. Hunter and a lay facilitator.

Vestry Committee Reports:

The parking lot project is completed and looks great. Kudos to the Property Management Committee.

MoE did an outstanding job with the Chili Dinner and Trick or Treat event. Several families whose children attend Thew Elementary attended.

Jan Wagner is doing a terrific job with Adult Education. The Alpha Course has had a strong start, and the participants are enthusiastic about.

Alex Davis was thanked for the excellent article about Stewardship that appeared in the STAR of November 16.

Dates for Upcoming Events:

December 3: Rollout of the matching gift campaign.

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Vestry Meeting, November 19, 2023, 12:16 p.m.

Hosting the Youth from St. Anthony on the Desert, St. Augustine's, St. Matthew's, and Epiphany. Volunteers are needed to chaperone and provide lunch.

December 9: Parish Clean Day.

December 10: Adult Advent Formation with potluck during coffee hour.

December 17: Vestry Meeting.

Lessons and Carols.

December 24: Eucharist at 8:00 a.m.

Christmas Eve services at 4:00 p.m. and 9:00 p.m.

January 6: Feast of the Epiphany.

Leadership School:

Discussion covered the reflection questions at the end chapter 4 of the book Signs of Life which dealt with how scripture is used in the congregation. There was discussion as to how various groups, committees, and Children's Ministry use scripture as part of their program.

Financial Report:

Discussion was held as to how to help the congregation stay in tune to the financial situation and needs of the parish. It was suggested that financial information be presented weekly in the STAR with an eye to presenting the facts that can stand on their own and how it is tied to the mission of the parish. The Finance Committee will determine the information to be provided.

The Vestry discussed the subject of debt rebalancing versus making an additional annual payment on the principle of the mortgage loan and the effect on the cash flow of the parish. Pam Waterman motioned to rebalance the loan each year with monthly reviewing; Aaron VanBriesen seconded the motion. The motion was carried with one abstention.

Other Items Requiring Vestry Action:

The Housing Allowance for the Rev. Hunter Ruffin and the Rev. Carmen Valenzuela was presented for discussion. Steve Geislinger motioned to approved the allowance, with Jan Wagner seconding the motion. The motion carried.

New Business/Future Agenda Items:

There was no new business proposed.

The meeting adjourned at 2:03 p.m.

Respectfully submitted,
Andrea Stewart, Clerk

CHURCH OF THE EPIPHANY – TEMPE
Vestry Meeting, December 17, 2023, 12:19 p.m.

Present: Fr. Hunter Ruffin, Rector; Carmen Valenzuela, Pastor for Community Life and Administration; Mary O’Grady, Senior Warden; Dylan Westbrook, Junior Warden; Alex Davis; Steve Geislinger; Diane Spillum; Aaron VanBriesen; Jan Wagner; Pam Waterman (Zoom); Jude Wickelgren; Cece Wilhite; Andrea Stewart, Clerk.

Guests: Curtis Wood; Pat Blackman

Absent: Ann Neal, Treasurer

Gathering:

Fr. Hunter asked the Vestry to reflect on Advent and the hope of Christmas.

Consent Agenda:

Fr. Hunter gave his Rector’s Report.

- The Matching Campaign brought in about \$60,000 which will go toward payment on the mortgage debt.
- The Feast of Epiphany will be celebrated on Saturday, January 6 with the traditional burning of the greens and a service outside in the courtyard. After the service, a potluck will be held in the parish hall including Mexican hot chocolate and s’mores and Rosca de Reyes (King’s Cake) for dessert.

Discipleship and Mission:

Stewardship Update:

As of this morning, 88 Plan of Giving cards have been received for \$366,626. Twenty-five households have not yet submitted Plan of Giving cards. Vestry members will make phone calls in January to any households who have not pledged as of that time. The question will be “Do you plan to make an intention to give through the Plan of Giving statement?” No mention of the amount of planned giving will be made.

Finance Committee Resolutions:

Alex Davis and Fr. Hunter presented two resolutions from the Finance Committee needing Vestry approval.

The first was to direct the Treasurer to re-invest funds currently held in a Certificate of Deposit and invest additional funds in a Certificate of Deposit. Steve Geislinger motioned to approve the resolution; Jan Wagner seconded the motion. The motion carried.

The second resolution was to allow the redesignation of the Miscellaneous Accounts. Steve Geislinger motioned to approve the resolution; Cece Wilhite seconded the motion. The motion carried.

Nominating Committee Update:

The nominating committee, consisting of outgoing vestry members Alex Davis, Diane Spillum, and Pam Waterman, have identified two parishioners in good standing who are interested in accepting a

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3-year term as a Vestry member. Candidates for a third 3-year term and a 1-year term are still needed. A candidate for Junior Warden has been identified.

RenewalWorks Update:

Jan Wagner updated the Vestry on the plan to implement the RenewalWorks program. The Vestry and workshop team will complete the survey between January 18 and 21. On January 21 the online survey will be available to the members of the parish to complete. They will have three weeks in which to do so. The workshop team, a facilitator, and an administrator will participate in four to six online meetings with other parishes. Based on the results of the survey the workshop team will develop a best practices program for the parish to implement.

Budget Initial Review:

The vestry discussed the 2023 budget at an elevated level to understand expected increases in the cost of living relating to payroll and building and grounds expenses.

Leadership School:

Discussion covered the reflection questions at the end chapter 5 of the book Signs of Life which dealt with creating ownership in the spiritual life of the congregation. There was discussion on to how to get volunteers for the various ministries and deepen the participation of the congregants.

Financial Report:

The net year-to-date of expenses over income was a negative of approximately \$12,000. However, year-to-date we are approximately \$62,500 under budget. Jan Wagner motioned to accept the Treasurer's Report; Pam Waterman seconded the motion. The motion carried.

Other Items Requiring Vestry Action:

There were no other items requiring Vestry action.

New Business/Future Agenda Items:

There was no new business proposed.

Executive Session: The Vestry went into an Executive Session on staff compensation.

The meeting was adjourned at 2:25 p.m.

Respectfully submitted,
Andrea Stewart, Clerk