

St. Michael's Episcopal Church

Barrington, Illinois

Minutes of the Vestry Meeting of Monday, March 20, 2023

7:00 p.m. – Via Zoom

Present: The Rev. Jesse Perkins (Rector), Lindsay Taylor (Senior Warden-2024), Bill Ferry (Junior Warden-2024), Carol Berman (2024), Melissa Buckley (2024), Doug Torbeck (2024), Marisa Boynton (2025), Brant Deichmann (2025), Ellen Lindeen (2025), Wes Kimes (2026), Lynn Mayberry (2026), John Davis (Treasurer), Craig Anderson (Clerk)

Absent: Greg Mears (2024), Sam Adams-Lanham (2026)

1. Call to Order and Opening Prayer

There being a quorum present, Fr. Perkins offered the opening prayer. Lindsay Taylor called the meeting to order at 7:03 p.m.

2. Approval of Agenda

Wes Kimes moved, and Marisa Boynton seconded, that the agenda be approved as presented. Upon a voice vote: All Ayes; No Nays. Motion carried.

3. Approval of Minutes

Vestry Meeting – February 20, 2023 (In Person)

Melissa Buckley moved, and Marisa Boynton seconded, that the minutes of the February 20, 2023, meeting of the Vestry be approved. Upon a voice vote: All Ayes; No Nays. Motion carried.

4. Financial Report – January and February 2023

John Davis provided a summary overview of the financial information included in the meeting packet. He advised that revenue and expenditures are generally as anticipated thus far in the fiscal year, with Little Angels Christian Preschool revenue somewhat ahead of projection.

Doug Torbeck moved, and Wes Kimes seconded, that the January 2023 Financial Statements and the February 2023 Financial Statements be approved. Upon a voice vote: All Ayes; No Nays. Motion carried.

5. New Business

None

6. Old Business

Executive Session

The Vestry entered Executive Session for follow-up discussion regarding staffing. Following that discussion, Carol Berman moved, and Melissa Buckley seconded, that the Vestry exit Executive Session. Upon a voice vote: All Ayes; No Nays. Motion carried.

Melissa Buckley moved, and Marisa Boynton seconded, that the annual salary for the Facilities Manager and Sunday School Director position be adjusted to \$50,000, effective January 1, 2023. Upon a voice vote: All Ayes; No Nays. Motion carried.

7. Committee Reports (As Requested)

Lynn Mayberry noted that she has been in contact with the Little Angels Christian Preschool and will be providing Preschool Board updates to the Vestry.

Brant Deichmann reported that the Building and Grounds Committee has been having monthly meetings with Kim Curtis. Brant provided an update on several projects, including the Community Room rooftop HVAC unit, the exterior access ramp adjacent to the Community Room, and parking lot striping. He noted that there are a few other projects for which quotes need to be obtained.

Fr. Perkins advised that committee meetings can be held during the day, rather than the evening, if that works for all participants.

Carol Berman requested that a disabled person parking space be designated adjacent to the rear of the Sturtz House to meet parishioner needs. Brant Deichmann will follow-up with Carol.

Fr. Perkins reported that getting an exterior ramp installed for access to the Sturtz House has proven difficult. Efforts to retain a contractor to install a ramp have been unsuccessful thus far.

It was noted that the Village of Barrington will allow two on-street parking spaces adjacent to St. Michael's to designated for disabled person parking.

Security

Lyndsay Taylor noted that Doug Torbeck has asked that the Vestry revisit the matter of safety and security at St. Michael's.

Doug offered a brief recap of past consideration of this matter, including discussion in recent years. However, follow-up has been minimal and perhaps it is time to take another look at this matter.

Several comments and ideas were offered during discussion:

- Have refresher training for performance of CPR and use of a defibrillator.
- Narrow the scope of the next safety and security assessment and develop a simple disaster action plan.
- Temper the scope and complexity of the plan to assure a good fit with the primary mission of St. Michael's.
- What should we have in place as an emergency action plan?
- Form a safety team?

Wes Kimes suggested some continued brainstorming to determine an approach to safety and security that is best for St. Michael's. Lyndsay Taylor noted the need to set the level and define the scope of a plan that will work for St. Michael's.

Doug Torbeck, Wes Kimes, Lynn Mayberry, and Carol Berman will follow-up based on this evening's discussion.

8. Rector's Report

Fr. Perkins reminded Vestry members to complete the 'Safe Church, Safe Communities' requirements if they have not yet done so.

Fr. Perkins reported on plans for the update of the parish directory; advised that plans for his sabbatical have been adjusted to encompass seven weeks during the summer of 2023 and seven weeks during the summer of 2024; noted that attendance at worship services on Sunday has continued to increase, with the combined in-person attendance for this past Sunday's services being 201 persons; reported that 58 persons were present at the Taizé service this past Sunday; and advised that preparations for Holy Week and Easter are well underway.

Wes Kimes inquired about the availability of nametags for newcomers. Fr. Perkins noted his desire to form a newcomers greeter group and will follow-up with parish staff regarding preparation of nametags for newcomers and other parishioners.

Carol Berman expressed her thanks to Sara Torbeck and the people who assisted Sara with the great Taizé service.

Wes Kimes asked if assistance is needed with the in-home lay eucharistic ministry. Fr. Perkins commented on the requirements and needs of this ministry and asked that a list of people requesting home visits be forwarded to him.

9. Senior Warden's Report

Lyndsay Taylor noted a great meeting regarding St. Michael's 75th Anniversary plans.

Also, Lyndsay reported that 17 persons have responded to the spiritual gifts survey. She suggested perhaps sending out the survey again later this year.

10. Motion to Adjourn

Melissa Buckley moved, and Ellen Lindeen seconded, that the meeting be adjourned. Upon a voice vote: All Ayes; No Nays. Motion carried.

11. Closing Prayer

Fr. Perkins and the Vestry joined together in closing prayer.

The meeting was adjourned at 8:22 p.m.

Respectfully submitted,

/s/ Craig G. Anderson

Craig G. Anderson, Clerk