

St. Michael's Episcopal Church

Barrington, Illinois

Minutes of the Vestry Meeting of Monday, July 21, 2025

7:00 p.m. – Conference Room / In-Person with Virtual Attendance Option

Present -In Person: The Rev. Ralph Osborne (Priest in Charge), Liz Gabis (Senior Warden – 2026), Bob Hoyler (Junior Warden - 2026), Sam Adams-Lanham (2026), Wes Kimes (2026), Lynn Mayberry (2026), Craig W. Anderson (2027), Paul Carrubba (2027), Cathy Koehlinger (2028), Pat Okonek (2028), BJ Seagrist (2028), John Davis (Treasurer), Craig G. Anderson (Clerk)

Present – Virtual: Jeff Tolle (2027)

Absent: None

1. Call to Order

There being a quorum present, the meeting was called to order at 7:04 p.m. Fr. Osborne and the Vestry offered the opening prayer in unison.

2. Opening Prayer

Fr. Osborne and the Vestry offered the opening prayer in unison.

3. Approval of Agenda

Senior Warden Liz Gabis requested that the agenda be amended to move St. Michael's Church Legacy Fund from New Business to the next item following approval of this evening's agenda.

Senior Warden Liz Gabis moved, and Lynn Mayberry seconded, that the agenda for this evening's meeting be amended as requested and approved. Upon a voice vote: All Ayes; No Nays. Motion carried.

4. St. Michael's Church Legacy Fund

The Vestry was presented with a proposal to start a Legacy Fund (attached). This fund would help preserve St. Michael's future by providing a lasting source of income. Parishioner Gwynne Johnston presented the document and provided a detailed explanation that addressed the fund's objective, structure, oversight and launch concept. During Vestry discussion it was noted that the Diocese has been approached regarding this concept, some parishes have similar programs, and compliance with St. Michael's By-Laws is necessary.

Junior Warden Bob Hoyler moved, and Sam Adams-Lanham seconded that the following resolution be approved: It is hereby resolved that the Vestry approves and wholeheartedly endorses the further development of a Legacy Fund, for the perpetuation of the Church, and associated Planned Giving Program, and such activities related thereto, all as part of a broader Stewardship Campaign, as described in the concept document presented to the Vestry and hereby incorporated in the Minutes of this meeting. Upon a voice vote: All Ayes; No Nays. Motion carried.

5. Georgian Family Proposal

(Note: There being no objection, this matter was moved to this earlier point in the agenda.)

Parishioner Ray Kean reviewed a request, endorsed by the Outreach Committee, to allow the use of St. Michael's rectory for temporary housing for a family in need. Documents provided for the Vestry include detailed information regarding the family in need and the proposal for temporary use of the rectory.

During the initial discussion by the Vestry it was noted that necessary repairs and other improvements for the rectory have been planned or are contemplated for the period while it is vacant. Also, potential liability and property taxation issues are of concern.

While there is appreciation and compassionate understanding of this request, considering associated complexities, Senior Warden Liz Gabis moved that this matter be tabled until the next Vestry meeting to allow time for a detailed proposal to be prepared and submitted to the Vestry. There was no second to the motion.

During further discussion, several ideas, comments, and suggestions were presented to determine if other assistance might be available to help the family in need, including some financial assistance. Ray Kean thanked the Vestry for considering this request. Fr. Osborne will work with Ray to see if there is a viable solution.

6. Approval of Minutes of June 16, 2025, Meeting of the Vestry and June 24-25, 2025, Electronic Vote to Approve the Rector Search Committee

Sr. Warden Liz Gabis moved, and Sam Adams-Lanham seconded, that the minutes of the June 16, 2025, meeting of the Vestry be approved as presented, as well as the June 24-25, 2025, vote by email to approve the Rector Search Committee. Upon a voice vote: All Ayes; No Nays. Motion carried.

7. Old Business

Preschool Update

Junior Warden Bob Hoyler reported that while the Little Angels Christian Preschool Director is absent, the Assistant Director and the Administrative Assistant have been assuming additional operational duties and responsibilities. Planning is underway for the DCFS renewal process. It was noted that it has been a successful summer thus far and there has been good registration for the fall semester.

Building and Grounds Update

Paul Carrubba provided a verbal update regarding the status of several church building needs, including Preschool windows, clean out of closets for better use, building security and fire inspections, and refurbishment of doors. Paul will provide the Vestry with a summary of the punch list items from the Rectory walk-through.

Tech and Communications Committee Update

Pat Okonek provided an update on improvements for St. Michael's database, including work to get information on Realm, an online church management software program. Also, work is in progress to identify the population for the CAT (congregation assessment tool) survey and to clean up existing data. Junior Warden Bob Hoyler noted that the Tech and Communications Committee is doing a tremendous job with respect to website improvements.

Search Committee Update

Sam Adams-Lanham reported that The Rev. Andrea Mysen, Canon to the Ordinary, will be at St. Michael's on Sunday, July 27, 2025, for introduction and blessing of the Rector Search Committee. The first meeting of the Committee will follow the service.

8. New Business

Finance Report (June)

Treasurer John Davis provided a summary overview of St. Michael's revenues and expenditures for June, including pledge receipts, interest income, and Preschool operations. John noted some variances with respect to clergy compensation related to the transition period. Overall, year to date parish revenue is \$42,000 more than anticipated.

Junior Warden Bob Hoyler moved, and Wes Kimes seconded, that the April 2025, May 2025, and June 2025 financial reports be approved. Upon a voice vote: All Ayes; No Nays. Motion carried.

Outreach Fundraiser

Sam Adams-Lanham gave an update on plans for the Outreach Fundraiser on August 23, 2025. She noted that postcard invitations will be going out and a temporary one-time fund is being established for this event. Plans include a raffle of gift baskets, wine pulls, a trivia contest, and karaoke.

July 20, 2025, Sunday Brew – Listening for God's Call: Shaping the Future of St. Michael's

Wes Kimes reported that 38 people attended this event. He noted that the purpose of the session, i.e., to get people thinking about what we are seeking in the next Rector, was made clear. Wes advised that he would be glad to conduct another session which might be more convenient for persons who usually attend Sunday worship at 8:00 a.m.

September 21, 2025, Stewardship Sunday

Jeff Tolle noted that planning for this year's stewardship initiative is beginning.

Fellowship Ministry

Senior Warden Liz Gabis advised that parishioner Doug Torbeck will lead this initiative. Vestry members with ideas for this ministry should contact Doug.

Liz noted that there will be a St. Michael's legacy memorial gifts wine and pizza research event in the Conference Room on August 5, 2025, at 5:00 p.m. Parishioners are invited to attend this event to assist in researching the history of these gifts and share knowledge about them.

August Vestry Meeting

In light of the additional needs of the parish at this time, Junior Warden Bob Hoyler suggested that there be a meeting of the Vestry in August.

Junior Warden Bob Hoyler moved, and Sam Adams-Lanham seconded, that there be a meeting of the Vestry on August 18, 2025, at 7:00 p.m. Upon a voice vote: All Ayes; No Nays. Motion carried.

Global Leadership Summit

Sam Adams-Lanham provided information regarding the upcoming Global Leadership Summit on August 7-8, 2025, organized by the Barrington Area Development Council with financial support from the Barrington Area Community Foundation. Sam described the purpose of the summit and asked Vestry members interested in attending to contact her.

9. Closing Prayer

Fr. Osborne and the Vestry offered the closing prayer in unison.

10. Motion to Adjourn

Wes Kimes moved, and Lynn Mayberry seconded, that the meeting be adjourned. Upon a voice vote: All Ayes; No Nays. Motion carried.

The meeting was adjourned at 9:13 p.m.

Respectfully submitted,

/s/ Craig G. Anderson

Craig G. Anderson, Clerk

Attachment: The St. Michael's Church Legacy Fund