

**St. Michael's Episcopal Church**

**Barrington, Illinois**

**Minutes of the Vestry Meeting of Monday, January 19, 2026**

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

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

**Present – Virtual:** Liz Gabis (Senior Warden-2026)

**Absent:** None

**1. Call to Order and Confirmation of Quorum**

There being a quorum present, the meeting was called to order at 7:01 p.m. by Fr. Ralph Osborne.

**2. Opening Prayer**

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

**3. Approval of Agenda – January 19, 2026**

Sam Adams-Lanham moved, and Lynn Mayberry seconded, that the agenda for this evening's meeting be approved as presented. Upon a voice vote: All Ayes; No Nays. Motion carried.

**4. Approval of Minutes – December 15, 2025**

Junior Warden Bob Hoyler moved, and Pat Okonek seconded, that the minutes of the December 15, 2025, meeting of the Vestry be approved as presented. Upon a voice vote: All Ayes; No Nays. Motion carried.

**5. Old Business**

Annual Meeting Update

Junior Warden Bob Hoyler expressed his thanks to all the members of the Vestry for the vast amount of hard work which they have undertaken and accomplished during the past year, which has resulted in a renewed, reborn, and reimagined St. Michael's.

Junior Warden Hoyler noted that information regarding the upcoming Annual Meeting on February 1, 2026, was recently distributed via an email to St. Michael's parishioners. Also, he advised that thus far there is one volunteer to serve as a St. Michael's delegate to the 2026 Diocesan Convention; presentations at the Annual Meeting are requested to be concise; and Vestry members Sam Adams-Lanham and Lynn Mayberry are handling logistics for food at the Annual Meeting.

Little Angels Christian Preschool Update

Cathy Koehlinger and Lynn Mayberry reported that for 2025 actual revenue was more than budgeted, while actual expenses were less than anticipated. Also, the leadership transition process is going well and work is underway to develop a mission statement.

### Building and Grounds Activity Updates

BJ Seagrist advised that repair and improvement needs indicated as the result of recent inspections are being addressed, with some work already having been completed and some work remaining to be done. Also, a professional recommendation pertaining to security during worship and other services at St. Michael's might be requested; sound system improvements in the choir area and nave have been completed and parishioner feedback has been very positive; and recommendations for other maintenance and repair work during the coming months will be provided to the Vestry.

Craig W. Anderson has followed up on and completed most of the repairs needed at the rectory.

### Liability Insurance for Church Properties Update

Cathy Koehlinger provided an update on potential coverage needs, options, and associated costs for St. Michael's. The total estimated annual premium going forward is ~\$33,267, an increase of ~2.3%. The total annual deductible is ~\$366,000.

The addition of cyber liability coverage for a year at ~\$407.00, reduction of the large annual deductible, and addition of flood coverage were discussed. The Vestry requested that cyber liability coverage be added, possible reduction of the annual deductible be considered, and flood insurance be added to cover one of the flood areas impacting St. Michael's.

### Search Committee Update

Sam Adams-Lanham reviewed a draft of the St. Michael's parish profile. The purpose and intent of its component sections, including narratives and photographs, were reviewed. The Search Committee is scheduled to meet again this week; a full draft of the parish profile is anticipated to be ready by the end of this month.

The Vestry expressed thanks to the Search Committee for its extensive work.

### Vision/Mission Statement Update

Wes Kimes noted that development of the new statement for St. Michael's requires focus on and consideration of who we are, what we stand for, and what we want to be as a parish.

During discussion the Vestry affirmed the importance of knowing where we are at as a parish and where we aspire to be as a parish, i.e., current, accessible, and inviting.

## **6. New Business**

### Finance Report (December 2025) and 2026 Budget Approval

Treasurer John Davis provided an overview of St. Michael's proposed annual budget for 2026, including revenue and expenditures detail. Additionally, he reviewed the material distributed to the Vestry following the Special Meeting of the Vestry on January 14, 2026.

Following discussion, Sam Adams-Lanham moved, and Lynn Mayberry seconded, that St. Michael's Annual Budget for 2026 be approved as presented. Upon a voice vote: All Ayes; No Nays. Motion carried.

Vestry Retreat

Senior Warden Liz Gabis suggested that the Vestry gather for a retreat. After review and discussion of options, Saturday, March 7, 2026, 9:00 a.m. to 3:00 p.m., was scheduled for the retreat, with the location to be determined.

Craig W. Anderson noted the positive momentum of St. Michael's Vestry, staff, and parishioners with respect to purpose and operations during this time of transition.

**7. Closing Prayer**

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

**8. Motion to Adjourn**

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

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

/s/ Craig G. Anderson

Craig G. Anderson, Clerk