

St. Michael's Episcopal Church

Barrington, Illinois

Minutes of the Vestry Meeting of Monday, April 20, 2026

7:00 p.m. – Conference Room

Present – In Person: The Rev. Ralph Osborne (Priest in Charge), Lynn Mayberry (2027), Craig W. Anderson (2028), Jeff Tolle (2028), Bob Wonder (2028), Cathy Koehlinger (2029), Pat Okonek (2029), BJ Seagrist (2029), John Davis (Treasurer), Craig G. Anderson (Clerk)

Present – Virtual: Liz Gabis (Senior Warden – 2027), Sam Adams-Lanham (2027)

Absent: Bob Hoyler (Junior Warden – 2027), Wes Kimes (2027)

1. Call to Order and Confirmation of Quorum

There being a quorum present, Fr. Ralph Osborne called the meeting to order at 7:05 p.m.

2. Opening Prayer

Fr. Ralph Osborne, the Vestry members, Wardens, Treasurer, and Clerk offered the opening prayer in unison.

3. Approval of Agenda

Pat Okonek moved and Bob Wonder 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

Vestry Meeting of March 16, 2026

Lynn Mayberry moved and BJ Seagrist seconded that the minutes of the March 16, 2026, meeting of the Vestry be approved as presented. Upon a voice vote: All Ayes; No Nays. Motion carried.

5. Old Business

Building and Grounds Update

Craig W. Anderson and BJ Seagrist reported that there has been forward progress toward repair and improvement of the rectory. Some needed materials have been purchased; an estimated cost for renovation of the main bathroom and update of the guest bathroom is ~\$35,000; and the cost of permits is ~\$1,800.

Based on Vestry discussion, the overall scope of repairs needed, proposed improvements, and estimated costs will be prepared for review. Funds available from the sale of the residential property at 128 W. Hillside Avenue might be a possible source of revenue to consider for the rectory repairs and improvements.

Search Committee Update

Sam Adams-Lanham reported that an interview with a candidate for the position of Rector was conducted last week and an interview with another candidate has been scheduled. A paid advertisement for the position

has been placed in the Episcopal News Service newsletter and will run for a while. The Search Committee remains interested in receipt of names of other possible candidates.

“Safe Church, Safe Communities” Annual Self-Audit

Senior Warden Liz Gabis noted that the Episcopal Diocese of Chicago Policy for the Protection of Children and Youth and the Episcopal Diocese of Chicago Policy for the Protection of Vulnerable Adults have been provided to Vestry members to read and review. Vestry members are then requested to sign the related Policy & Code of Conduct Acknowledgement, complete eight (8) online training modules if more than three (3) years has passed since the training was last taken, and complete a background check.

Lent/Easter Summary; Commissioning of Vestry and Wardens

Fr. Ralph Osborne reported that Lenten, Holy Week, and Easter services, along with related activities, had good participation and went well. Meaningfulness, the option for Veneration of the Cross, and opportunities for walking the Stations of the Cross were noted.

Fr. Osborne and the Vestry chose Sunday, May 3, 2026, for Commissioning of the Vestry and Wardens.

6. New Business

Financial Reports and Finance Committee

Treasurer John Davis advised that St. Michael’s revenues and expenditures for 2026 are tracking pretty much as anticipated. Pledge revenue thus far is extremely close to that which has been budgeted.

Cathy Koehlinger moved and Craig W. Anderson seconded that March 2026 Financial Statements be approved as presented. Upon a voice vote: All Ayes; No Nays. Motion carried.

Ice Cream Open House for Neighbor Appreciation

Pat Okonek reviewed the draft plan distributed to the Vestry for the open house event with invitation for neighborhood residents and other interested persons to come to and visit St. Michael’s. Saturday, August 8, 2026, from 12:00 p.m. to 3:00 p.m. is the tentative date for the event. Vestry members discussed and indicated support for the event. Work toward finalization of the event plans will continue.

Update on Parish and Communications Administrator Search Status

Fr. Ralph Osborne advised that the process is going well and that a candidate for the position has been selected.

Welcome Brunch

Senior Warden Liz Gabis noted the Welcome Brunch scheduled between services on Sunday, April 26, 2026, at 8:45 a.m. and encouraged Vestry members to stop by.

Also, Vestry members are asked to consider posting a Google and/or other review for St. Michael’s.

7. Closing Prayer

Fr. Ralph Osborne, the Vestry members, Wardens, and Clerk offered the closing prayer in unison.

8. Motion to Adjourn

Pat Okonek moved and Craig W. Anderson seconded that the meeting be adjourned. Upon a voice vote:
All Ayes; No Nays. Motion carried.

The meeting was adjourned at 8:02 p.m.

Respectfully submitted,

/s/ Craig G. Anderson

Craig G. Anderson, Clerk