

St. Michael's Episcopal Church

Barrington, Illinois

Minutes of the Vestry Meeting of Monday, May 18, 2026

7:00 p.m. – Conference Room

Present – In Person: The Rev. Ralph Osborne (Priest in Charge), Bob Hoyler (Junior Warden – 2027), Wes Kimes (2027), Sam Adams-Lanham (2027), Jeff Tolle (2028), Pat Okonek (2029), BJ Seagrist (2029), John Davis (Treasurer), Bob Wonder (2028)

Present – Virtual: Liz Gabis (Senior Warden – 2027), Lynn Mayberry (2027), Craig W. Anderson (2028)

Absent:) Craig W. Anderson (Clerk), Cathy Koehlinger (2029),

1. Call to Order and Confirmation of Quorum

There being a quorum present, Fr. Ralph Osborne called the meeting to order at 7:00 p.m.

2. Opening Prayer

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

3. Approval of Agenda

Pat Okonek moved and Sam Adams-Lanham seconded the agenda for this evening's meeting be approved as presented. All Ayes; No Nays. Motion carried.

4. Approval of Minutes

Vestry Meeting of April 20, 2026

Bob Hoyer moved and BJ Seagrist seconded that the minutes of the April 20, 2026, meeting of the Vestry be approved as presented. Upon the voice vote; All Ayes; No Nays. Motion carried.

5. Old Business

Buildings and Grounds Update

BJ Seagrist reported that 2 trees at the Rectory were removed at a cost of \$3,300. Resod/seeding will be needed as well as soil to fill gaps. Replanting trees was determined to not be possible due to lack of space.

Quotes are needed to level the concrete patio.

Craig W. Anderson briefed on the three quotes that have been received. There is minimal price differential between Craig W. Anderson's quote and Pizarro's ~\$34k. Timing is a potential concern as the work needs to be completed prior to appointment of a new rector. Craig W. Anderson could start within the next month.

BJ Seagrist owns providing a recommendation within the next two weeks. Craig W. Anderson submitted that he should be recused from recommendation/decision.

Bob Hoyler motioned that funding should be pulled from the Designated Fund related to selling the property at 128 Hillside and in addition any donations for the improvement will be applied before using the Designated Fund. Sam Adams-Lanham seconded. Upon a voice vote: All Ayes; No Nays. Motion carried.

Search Committee Update

Sam Adams-Lanham reported receipt of a third candidate who will be interviewed on May 25. Two candidates have been interviewed. Preliminary feedback is one candidate should have a follow up interview and the other isn't a fit.

"Safe Church, Safe Communities" Annual Self-Audit

Senior Warden Liz Gabis reminded that Vestry members are requested to sign the Policy & Code of Conduct Acknowledgement, complete eight (8) online training modules if more than three (3) years passed since last training and complete a background check. She also encouraged Vestry members to post a Google Review for St. Michael's.

Ice Cream Open House for Neighbor Appreciation

Pat Okonek advised that a plan is in place, with some details TBD, for the August 8, 12-3pm open house event with invitations for both neighborhood residents and St. Michael's members. The neighborhood drop was expanded to the area southwest of St. Michael's. The approximate cost is \$700. An Announcement will be posted in this week's Sword along with a signup board.

Update on Jamie Cisco-Parish and Communications Administrator

Fr. Ralph Osborne gave Jamie Cisco positive marks on her progress after two weeks in the new position of Parish and Communications Administrator. She has exhibited a superior aptitude for our Realm Church Management software and is in the process of updating the parish membership database.

6. New Business

Financial Reports

Treasurer John Davis advised that St. Michael's April Financials were in line with prior 2026 results. Member Pledges and Worship Plate Offerings were on target with budget expectations. Preschool Contributions well exceeded budget but are expected to trail in summer months.

Sam Adams-Lanham moved and Wes Kimes seconded that April 2026 Financial Statements be approved as presented. Upon a voice vote: All Ayes; No Nays. Motion carried.

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7. Outreach

Sam Adams-Lanham advised that the Outreach Committee approved a 2026 Operating Budget of \$75,928. Thirteen (13) Organizations have been asked to submit for Grants. \$31,600 of the total Operating budget is allocated for the thirteen Organizations, with the balance held in reserve for the second half of 2026.

Sam Adams-Lanham moved and Lynn Mayberry seconded. Upon voice vote: All Ayes; No Nays. Motion carried.

8. Website Improvements, Ribfest, Ministry Teams Organization

Bob Hoyler advised there will be a request from the Communications Committee for a website upgrade, which is estimated at \$3,500-\$4,000. A full quote and justification will be provided before asking for Vestry approval. Separately, the tech platform team will be getting a quote from ACT to become our third-party support organization, including a help desk.

A St. Michael's BBQ & Pig Roast is planned for Saturday, August 29, 4-7pm. This will be the first event of Kickoff Sunday.

Bob Hoyler introduced a new Ministry Teams Organization that would assign non-Vestry leaders to each of nine (9) ministries to assure collaboration and coordination between Ministries to assure maximum effectiveness. Bob Hoyler is in the process of interviewing potential leaders for each of the Ministries, with more announcements by the June Vestry Meeting.

9. Fr. Ralph

Fr. Ralph advised of his plan to transition to a part time position starting in August, following a two-week vacation. He plans for ~20 hours per week and two Sundays per month. Bob Hoyler advised this will be formalized with a contract and submitted for approval at the June Vestry Meeting. The Vestry was unanimous in thanking Fr. Ralph for his service to St. Michael's and appreciative of his decision to continue in a scaled back position.

10. Closing Prayer

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

11. Motion to Adjourn

Bob Wonder moved and Bob Hoyler seconded. Upon voice vote: All Ayes; No Nays. Motion carried.

The meeting was adjourned at 8:45pm.

Respectfully submitted,

Bob Wonder (substitute scribe)