

St. Luke the Physician Vestry Meeting
January 12, 2020

In attendance: Sara Cosca-Warfield, Laurel Hart (Deacon), Deborah Dobrenen, Cynthia Markum, Barry Brandt (final meeting), Lainey Johnston, Joan King (final meeting), Linda Simmons, Kathy Terry, and Sid Welch.

Visitors: Marcy Ross, Kristian Sogge, Raven Herrington

Absent:

- I. Check-In / Spiritual Reflection
- II. Approval of December Minutes - Sid motioned to approve, Linda seconded it, all in favor.
- III. Approval of Agenda – Linda Simmons motioned to pass the minutes, Sid seconded it, all in favor.
- IV. Finance Committee Report -
 - A. EOY 2019-December Financial - Marci Welch presented for the group
Marci explained the December financial balance sheet. Checking account is healthy now. Investments are intact. Cash good. Columbarium work will begin soon. Things are looking very good, we have a solid finance committee working hard on our finances, they are doing an excellent job. The “Fill the Gap” program was very successful.
 - B. Budget 2020-Three changes, the gap has been reduced significantly (we were looking at Ver. 2); we would like to get a donor database software program, which is \$50 monthly; and a standing desk for Sara.
 1. Marci went over the entire 2020 budget, summary and worksheet. DPA (Diocesan Program Assessment.
 2. Raven Herrington and Christian Sogge, both church members, verbally requested a proposal for \$1,200, \$100 monthly, to do youth program improvements and scholarships. This includes rehabilitating the youth room. (This is an additional \$600 for the year.) Sara supports this as it is part of our ministry. They have searched for what the Diocese provides in assistance, they plan to seek a meeting with the Youth leader of the diocese.
 3. Springwater room is vacant, there are plans to have it utilized this year which will bring in more income.
 4. The Vestry approved \$600 being added to the budget for youth ministry (combined with children's ministry, it's \$1200 total), and \$500 would be allocated to Deacon Laurel's fund from the REM fund. Voting: Lainey moved, Barry seconded, all voted approval. We accept this revised budget.
- V. New Acts
 - A. Mutual Ministry Review-Sara's covenant comes up in March, this must be done in February, as an annual review is required. Lainey wants to wait until the next vestry

meeting to discuss, determined to be February 16th. It's a time to evaluate if everything is going the way we need to be going, if we are providing Sara the tools she needs to perform her work well. It will also be a mutual evaluation of the vestry.

B. Congregational Vitality Report-there is nothing to report at this time.

VI. Ongoing Acts (of the Apostles)

- A. Installation of New Rector – Rehearsal-weather reports all indicate snow for four days this week, certainly for Wednesday, the date planned. If Portland schools are closed, the bishop will not come. Discussion followed. Sara will decide tomorrow. We plan to rehearse an hour prior to the presentation. Vestry members need to attend. It is not a normal service and will require some planning. Sara will send the liturgy to everyone.
- B. Annual meeting - January 26, 2020-after Sunday church service. Vestry members are asked to bring food, this is a potluck. There will be an agenda, with a brief financial statement on the other side.
- C. Bishop's Visit - February 2-the bishop visits every church in the Diocese approx. every 14-18 months. There will be one confirmation, he will want to meet with the vestry first for approx. 20 minutes. Please arrive early.
- D. Columbarium updates-Gresham City Planning has preliminarily approved the permit. Neighbors of the church are notified. Once fully approved, they will settle the contracts with the contractors, the "hardscape" contractor and the columbarium installer.
- E. Music Ministry - new hymnals-already voted for and in the budget.
- F. Recruitment of vestry members-four applicants: Marcy Ross, Raven Herrington. Linda Meade and Ginger McIntyre. We are approved by the Diocese to have only nine members of the Vestry, this would bring us to ten.
- G. Recruitment of new diocesan delegates-Sandy Stumpf may be interested.
- H. Vestry Orientation-there is one in Tigard on Saturday, March 7th, that interested parties can attend with new vestry members. We can discuss protocols March 15th with new members.

VII. Ministries Check-Ins

- A. Outreach-Deborah, My Father's House is a place she/we has/have been working with, she would like to set up a tour of their place. Zeraphath-have someone come from there to present what they do. The manager of the soup kitchen would like to do this. St. Luke's was one of the churches who helped set them up initially, Linda told us. She encourages us to become more involved again. Place this information in the newsletter.
- B. In-reach/Welcoming-Joan, working on new directory for those who would like to be in it. She will pass this one to new person.
- C. Stewardship-on-going. Sara is thinking of how to incorporate new members of the church.
- D. Building and Grounds-Sid, things have been quiet. Door latch assembly on rose garden door was repaired. It will eventually need replacement but not now.

Janitorial contract – we need to review the work being performed, let Sid know.

- E. Children's Ministry-Kathy absent.

VIII. What three things do we want to share with the congregation?

1. Approved Budget
2. New vestry members
3. Columbarium update

IX. Adjourn with Prayer

Cynthia Markum, Vestry Secretary