

Saint Mark's Episcopal Church
Vestry Meeting Minutes
August 22, 2023, 6:00 p.m. at the Rectory

Members Present: Fr. Chris Jubinski, Diane Stewart, Sandy Wyman, Steve DeCaro, Diane Feil, Tom Hadlock, Tom Horan, Marj Kulesa, Ashley McLean, Barbara Pettus, Carol Fitton

Fr. Chris called the meeting to order at 6:08 p.m. with a prayer.

Consent Agenda: A motion was made by Steve D, seconded by Tom Horan, to approve the Consent Agenda, which includes the minutes from the June 20, 2023 Vestry meeting.

Facilities Issues:

- 1) Beinecke Building:** Fr. Chris reported that the project is moving along well with the playground restoration in process. There are ongoing discussions about some payment responsibilities related to the parking lot and playground. Sandy also reported that he has been apprised of some governmental grants that are available for new sewer systems, so we will be applying for any applicable grants.
- 2) Parish Hall Stairs:** Fr. Chris said that this repair has been completed and included three sets of steps in total. The ramp on the west side of the Parish Hall has also been repaired.
- 3) Stained Glass Windows:** Fr. Chris said that the company that did the eight stained glass windows in the church has been in touch to offer a free assessment of the current condition of those windows. We will accept this offer and review their recommendations.
- 4) Church Insurance – Cyber Protection:** Fr. Chris mentioned that a rider has been added at no additional cost to our current insurance for cyber protection and the details are in the meeting attachments.
- 5) HVAC Maintenance Agreement:** Fr. Chris mentioned that we are still working on changing the HVAC maintenance to a new vendor.
- 6) Parish Hall Air Conditioning Units (4):** Fr. Chris said we will need to replace these 4 units before next summer because they are an old R22 system that uses an obsolete refrigerant and can therefore not be serviced.

Announcements / Upcoming Events (by Fr. Chris):

- 1)** The regular worship service schedule will resume on September 10 with Sunday morning 8 a.m. and 10 a.m. services.
- 2)** There will be a Parish Picnic at the Rectory on September 10 at 4 p.m.
- 3)** Fr. Chris will be away from September 27 to October 3.

Question and Answer Time:

Diane mentioned that the Flute and Clarinet Choir Concert on August 20th was very well attended with over 100 people present.

Adjournment and Closing Prayer: After a motion by Steve D, which was seconded by Sandy, the business meeting was adjourned at 6:50 p.m. with the Lord's Prayer. Dinner together followed.

Next Vestry Meeting: Vestry meetings are normally held on the 3rd Tuesday of the month at 6:30 p.m. The schedule of upcoming meetings is: September 19, October 17, November 21, December 19 at the Rectory, January 16, February 20, March 19, and April 16. The tentative Annual Meeting date is May 5.

Respectfully submitted,
Carol Fitton, Clerk