Vestry Retreat Meeting Minutes: Saturday March 14, 2026

In Attendance:
Lance Robbins, Roch Whitman, Mary Randall, Tom Nairn
Dawn Wilkins, John Trompeter, Beth Wrisley, Gary Gailor, Brenda Peirce, Carol Wawrzcki, Ed Kushall, Bruce Dunn (Treasuer), Gary Richardardson

Absent: Maggie Markham

Meeting Commenced: 8:10am
Father Lance led the Vestry in the welcoming prayer.
Vestry Reviewed the Meeting Agenda starting with old business (prior meeting items). Meeting minutes were reviewed with no recommendation or requested changes.
Motion: Approve prior meeting minutes

- **Moved by:** Dawn Wilkins
- **Seconded by:** Mary Randall
- **Outcome:** Unanimously approved

Post Vote, Roch Whitman who manages the website brought up the process of posting meeting minutes to the website. Vestry agreed that meeting minutes could be posted but that each meetings minutes should be reviewed for potential sensitive information or redacted as necessary. Vestry plans to approve future minutes submissions subject to redaction for the purpose of verifying their sufficiency for public release.

Agenda moved to Insurance. Vestry Warden noted that the parishes entire hazard / property and contents insurance policy is up for renewal on July 1st. The vestry discussed if coverages were sufficient, and if the carrier was considering the correct valuation of the buildings and organ. Warden noted “Church Insurance” is the carrier and had provided a requoted policy with new coverage limits. Bruce Dunn noted that the parish is mandated by the Diocese to quote with the Church Insurance carrier. Initial quote came back with an annual premium increase of $970. Warden negotiated this down to $885. Current budget line item is $18,259. Warden noted that new coverage values would be effective now, and carrier would prorate premium increase for the remainder of this policy year. The policy also comes with a 15% margin buffer above policy limits to cover any inflated replacement costs. Warden is going back to the carrier to ask for written confirmation that organ value, and stainless glass in the sanctuary are covered under the new limits.
Motion: Approve policy renewal

- **Moved by:** Beth Wrisley
- **Seconded by:** Carol Wawrzcki
- **Outcome:** Unanimously approved

Agenda moved to Advertising. Warden broached the topic of taking out another annual ad in the PennySaver to promote our service hours and upcoming Easter mass. The vestry elected to table the PennySaver in hope of utilizing funds for higher impact messaging. Vestry member discussed purchasing two new signs to place near the corner of State and 250. The

Vestry Retreat Meeting Minutes: Saturday March 14, 2026

Vestry recommended seeking quotes up to $200 for two new signs that would list welcome newcomers to our easter services.
Authorization: Seek quotes up to **$200** for two signs
Motion: Approve sign purchase

- **Moved by:** Gary Gailor
- **Seconded by:** Ed Kushall
- **Outcome:** Unanimously approved

Agenda moved to Financial Reports. Bruce Dunn, Treasurer, took the members through February financial results. Church receipts exceeded expenses, and utilities costs continue to rise result of the cold winter but overall, the parish is in line with expectations in terms of performance to budget. Treasurer noted that some pledgors have remitted their full year pledge at the beginning of the year, which front loads pledge contributions in the early part of the fiscal year. Recommended Vestry keep that in mind. Bruce advised that any major projects should consider funding from the Diocean Fund. Bruce also noted that the grant money for the computer from the Diocese still has not been received, and he would continue to follow.
Motion: Approve financial report

- **Moved by:** Brenda Peirce
- **Seconded by:** Beth Wrisley
- **Outcome:** Unanimously approved

9:55 – 10:07: Brief Break

Meeting back in session. Bruce Dunn departed the meeting for another obligation. Lance made note that certain contact information on the vestry contacts list needed to be correct. Warden asked for changes to be submitted.

Warden moved to Vestry to a team and rapport building exercise. Each Vestry member took a piece of paper tape. John asked that each member go around the table and introduce themselves, and rip a piece of the paper after each comment they made until their paper was done. All 12 individuals in attendance presented.

Agenda moved to the Vestry By-laws and Constitution. Warden went over what the documents are with the voting members. John asked that each member review the documents prior to the April meeting at which point any recommended changes or potential amendments would be discussed.

Agenda moved to Safe Church requirements. John noted that Vestry has yet to gain access to the training and would postpone planning to the next meeting in April. The Vestry discussed plans to either access individually via the web training, or potentially set up a time to do the training in a group setting. Discussion tabled to next meeting.

Vestry Retreat Meeting Minutes: Saturday March 14, 2026

Agenda moved to Goals and Priorities for 2026. Dawn Wilkins noted that as part of Invite Welcome Connect their goal is to grow parish membership and attendance. Mentioned a vestry focus should be more people in the pews. Mary Randall noted the parish should continue to promote the open to all value. Recommendations were made for: more in-person events, external social events, fellowship. Goals loosely were noted as Growth, Fellowship, and Ministry Engagement.

Agenda moved to Ministries discussion. Vestry members noted that the list of ministries seems large, members were unsure of what was active. The 2026 Vestry – Ministry Liaisons list was reviewed and corrected. Warden to make noted adjustments and provide final Chair / Liaison assignments to next meeting.

Warden moved to adjust next vestry meeting to April 14th. Remaining meetings would remain on regular cadence. The Vestry agreed (no vote was taken).

11:10 – 11:20 Break

Meeting back in session. Discussion moved to review of the Sexton's report. Warden reminded all Vestry members of the Sexton's role and responsibilities. Chris' report call of a number of capital improvements that Vestry wil need to allocate for or vote on. The Vestry agreed to review any quotes that expected in April at the next meeting and to discuss priority for identified projects. The Sexton's report was accepted as presented.

Agenda moved to Rector announcements. Father Lance noted that Tuesday March 31st is Holy Week and at 11am, the Bishop would be attending. Also noted that Bishop would be visiting the small chapel on the last Sunday in June (6/28). Vestry discussed if a coffee hour could be set up at the Chapel, or would folks be asked to return to the main building? Discussion to be continued.

Agenda moved to a tour of interior of the Church with focus on areas of interior concern as noted by the Sexton. Vestry viewed the boiler room, Adolescent Sunday School room, kitchen, class rooms, offices, downstairs bathrooms and potential projects. Tour concluded at 11:58am

11:59 Father Lance led Vestry in a departing prayer. Warden called meeting to a close. **Meeting Adjourned: 12:00pm.**