

Episcopal Church of the Good Shepherd

Vestry Meeting

Date: 10/21/2025

Members present: Lance Robbins, Kathy Stokes, John Trompeter, Tom Yourch, Kris Murray, Annie Bishop, Brenda Pierce, Tom Nairn, Carol Wawrzycki, Dawn Wilkins, Dick Robinson, Finance Committee, Pam Meyris, Treasurer

Members absent:

Barbara Fornalik – Deacon Emeritus

Mary Randall

Bruce Dunn, Treasurer

VESTRY AGENDA

1. Opening prayer – Fr. Lance
2. Approval of September meeting minutes
3. Financial reports
4. Sexton's report
 - a. Snow plowing contract
 - b. Shed clear-out
 - c. Tree assessment
 - d. Payment of subcontractor for snow removal
5. Energy audit – Kris
6. Stewardship – Kris
 - a. Liaisons should check in with their groups about budget for 2026
7. IWC report – Dawn
8. GS Website visitors – Roch
9. QR code committee report
10. Assistant Treasurer position – Dick
11. Thanksgiving Dinner – Saturday, November 22 at 2 PM
12. Closing prayer

The vestry meeting opened with prayer given by Father Lance.

Old Business

September minutes

The minutes from the September vestry were reviewed. Tom N. moved to accept the minutes as written and presented. Dawn seconded the motion. The motion was voted on and passed.

Finance Report

Bruce reported that Y-T-D pledge income is 75% of budget; pretty much on track.

Y-T-D non-tracked pledge income is almost at budget with 3 more months to go. Again, here is where we need to focus Stewardship as it would make it the budgeting process more beneficial and cost-effective for the parish.

We gained a little over \$10k for our Diocesan Investment account.

Expenses outpaced income by a bit over \$3,200.

The usual - utilities continue to get very close to budget now (with 3 more months to follow). And we will see a substantial rate increase for 2026.

Bruce needs any 2026 budget requests by end of this month to allow the Finance Committee to present a balanced budget by the December Vestry meeting.

The Balance Sheet and Finance Report were reviewed. There was a question about the sum of money in the saving account. Dawn questioned the amount of money in the saving account. She wanted to know if some of the money should be moved to a fund where it would be making money? Dick R. explained that it is easier and quicker to get to the money if it is in our saving account. Getting money out of a special fund money-making account would or could take days, rather than instantly if funds are needed quickly. There was a discussion about the memorial funds and undesignated memorial funds that are set up now. For the long term the Vestry decided that we should have a Memorial Committee. Lance, new Treasurer, Anne and Dawn volunteered to start this committee up again. Tom N. moved we accept the Financial Report as presented. Anne seconded the report. The motion was voted on and passed.

October Sexton report

My surgery went very well, and my recovery is progressing. I will be driving again by

next week and will resume my Tue-Thu on-site hours at Good Shepherd starting Oct

21st. However, I will not have use of my right arm for any kind of work until early

November. I will be able to get the ice melt, snow shovels, and other snow prep ready

and in place before Thanksgiving.

- I think there is an opportunity to get rid of a lot of junk still in the old shed. Could

someone let me know what things can be disposed of? It would be great to clean it up before too much snow flies!

- Colonial Fire Protection will perform their quarterly inspection of the sprinkler

system this Friday. It is part of our annual contract with them.

- Rochester Gutter will be by the last Tuesday of October to perform our Fall cleanout service.

- The tree adjacent to the columbarium has spread itself over the top of the roof

on the north side of the Parish Hall and is also creeping towards the gutters on

the west side of the new sanctuary roof. As we have already had one of these large trees removed a few years back due to disease, I think it would be wise to contract a company to examine this tree and give us a recommendation. At a minimum, we should have it trimmed so it is not encroaching on the roof. If any of it were to blow down, it could cause significant damage to the building. Let me know if you'd like me to proceed with an assessment.

- Regarding the clearing and treatment of our walkways and emergency exits during this winter season, on the days I am in Florida I will hire a subcontractor

to do this work. I expect to be home at least one week every month from Jan-Apr, and possibly more in Feb as my second granddaughter is due Feb 16th. When I am in town, I will take care of the walkways myself. As this a

function of the Sexton's job, I will hire the sub on a per-trip basis when I am not

here and pay him myself. There will be no financial impact to the church.

- I am investigating methods to address the buildup of ice dams and icicles above the office door landing. As I'm sure you've experienced, this presents a very real danger to anyone using this entrance. Tom - I would like to discuss possible contractors/solutions with you as my experience here is pretty limited.

Chris

The vestry reviewed the September Sexton Report. There was a question about the snow plowing contract. Will salting be done separately as in the past? Do we have a price for that? Tom Y. will check on this with Chris and get back to us. There are things that need to be cleaned out of the shed. Brenda will look at it and inform Chris about what needs to be removed.

Energy Report

Kris M. had someone from Energy Supply Company come to the church to give us a report on energy efficacy at the church. Kris, Lance, and Tom W. were present as the workers went through the church and gathered data. After they have compiled the data, they will schedule a meeting to report on their findings.

Stewardship

Kris reminded the vestry members to check with the groups they are liaisons with and report back with the needs for the 2026 Budget. On Thursday the final letter and pledge form will be sent out. It was suggested that we make these letters available to the parish members at church to save money on postage. They can pick up their letter at the table when they get their name tags. November 9 is Commitment Sunday.

Invite Welcome Connect

Dawn reports that we have had new people in the last few weeks.

Good Shepherd Website

The website has been completely set up and is working. The data that has been collected so far shows increased numbers in all areas.

QR code

The QR code committee has been tabled at this time.

Treasurer/Assistant Treasurer

Dick R. reported that there has not been much progress in obtaining a treasurer. Bruce will support the new treasurer when we have one. Dick R. stated that at this time, it seems like a good idea to check with the Diocese to see if they can help us. Without any progress, we must continue our search.

Vestry Thanksgiving Lunch

The vestry members have organized and made up a list of what is needed to take care of all for this event. The dinner is November 22 at 2:00 pm in the parish hall.

The vestry meeting closed with a prayer given by Father Lance.

Submitted by Pamela Meyris, Clerk