

**Church of St. John the Evangelist  
Flossmoor, Illinois**

**Minutes of the Vestry Meeting  
November 20, 2019**

**Evening Prayer and Attendance**

Vestry met in the church for evening prayer at 6:45 pm. At 7:05, Fr. Jeremy Froyen called the vestry meeting to order. Members present were Fr. Jeremy Froyen (rector), junior warden Donna Blackburn, Bryan Burke, Deacon Mike Bond, Jean Scott, Mary VanSwol, Tonya Eisenberg, Mike Madden, Laura Brady, Rob McManamy, Bill Moser, treasurer Debbi Huggett, senior warden Pat Smith Huntoon, Chris Pfeifer and clerk Tracie Moxley.

**Minutes**

Bill Moser moved to accept the minutes with one correction. Rob McManamy seconded and the motion passed.

**Treasurer's Report**

Debbi Huggett noted that pledge revenue is about as expected, it's non pledge revenue that has really fallen off (non pledge revenue = regular givers who do not pledge). The \$10,000 that was authorized to be moved from money market account to general revenue was transferred to cover the costs of repairs. Pat Smith Huntoon moved to accept the Treasurer's report and Bill Moser seconded. The motion passed.

**Rector's Report**

Paolo Castro withdrew his name from consideration for the Music Director position because he has family issues he's dealing with in Brazil. He did want to be considered for supply work if we're still looking when his family issues are resolved. Unfortunately we are back to square one.

The Community Interfaith Thanksgiving Service is at Flossmoor Community Church starting at 7:30 pm on Wednesday, November 27<sup>th</sup>. Fr. Jeremy will be the preacher.

There is a Blue Christmas service scheduled for December 21<sup>st</sup>.

The Christmas Eve services are scheduled for 5:00 pm and 10:30 pm. There was some confusion because the 5:00 time was incorrectly published within the community – instead of 4:00 pm. Since the 5:00 time has been out in the community Fr. Jeremy did not change it.

Stewardship update – there have been 12 pledgers so far, the bulk remain outstanding. Fr. Jeremy hopes the Finance Committee will have a draft budget by the December vestry meeting. There was some discussion around the goal of increasing the budget by 20% - was that too ambitious? Since the budget numbers are just a guesstimate at this time, it remains to be seen if a 20% increase will be needed. However, several budget items have increased so we will likely need to increase pledges to adopt a balanced budget.

The youth are meeting Sunday December 1<sup>st</sup> to shop for ReVive, then youth leaders will meet with parents and youth to discuss the youth program before dismissing parents and having a discussion with just the youth.

The Parting Thoughts workshop concluded this month. It was well received and the facilitator was interested in feedback. Someone suggested that vestry send a thank you card so Laura Brady will take care of that.

The Flossmoor Fire Department also came out to train on AED. Laura Brady will also send a thank you note on behalf of the vestry.

ReVive families are finally available for “adoption” in the undercroft. There is a short turn around time this year – December 5<sup>th</sup> is the deadline for gifts to be back at the church.

Capital Campaign update – there is a message in this week’s e-vangelist regarding the cottage meetings. The Long Range Planning Committee (LRPC) is working on a summary report that will be distributed at the Annual Meeting in January. The two Sundays after that – February 2<sup>nd</sup> and February 9<sup>th</sup> – the LRPC will host open forums to ask questions and discuss findings. Following the open forums, a brief survey will be distributed to help focus the campaign’s efforts before the feasibility study is conducted. The Capital Campaign will not kick off until later this fall.

### **Senior Warden**

Pat Smith Huntoon reported SCRIP is now off the ground. Hospitality had no requests this month. Lobsterfest raised \$582 for St. John’s and an additional \$83 for Holy Family.

### **Junior Warden**

Donna Blackburn reported that the faucets were replaced in the women’s upstairs bathroom and tuckpointing was completed in front of the rectory.

### **Long Range Planning Committee Report** (submitted)

### **Finance Committee Report** (submitted)

### **Communications Committee**

The communications committee has planned stickers for the cookie walk containers with the Christmas service schedule. The December Val-Pak mailing will have an ad for St. John’s with information about the Cookie Walk on one side and the Christmas service schedule on the other.

### **Old Business**

Director of Music Search Update – see Rector’s Report

### May Lawler Memorial Gift

Nothing to report; Fr. Jeremy is still waiting to hear back from the Lawler family.

## SCRIP

We placed our first SCRIP order this Sunday, a deposit of \$54 should be in the account from the order.

## **New Business**

### Transfer of Money Market Funds

The Finance committee recommended opening a new money market account at an online bank – NBKC – because the interest rate is better at 1.65%. Since the current bank, First Midwest, requires a minimum balance to waive fees for the checking account, we need to verify what balance is required. The Finance Committee will investigate further and report back.

New by-laws have been distributed. Vestry members are encouraged to read through and ask questions of Fr. Jeremy or wardens before the next vestry meeting. At the December meeting, vestry will vote on them and if approved, the by-laws will go into effect immediately.

The vestry nomination committee was selected with Fr. Jeremy, wardens, and a representative from each vestry class: Mary VanSwol, Tonya Eisenberg and Chris Pfeifer. Fr. Jeremy will draft a nomination form to be completed for each person nominated, and the form will include the 2020 meeting dates as well as the dates for the vestry retreat (February 15).

Vestry is required to formally appoint the date for the annual meeting. Bill Moser moved that the annual meeting be held on January 26, 2020 and Bryan Burke seconded. The motion passed.

The vestry also confirmed the choice of Laura Brady as treasurer. A transition plan will be established, but Debbi plans to work with Laura for much of 2020. Pat Smith Huntoon moved to accept the appointment of Laura Brady as Treasurer and Bill Moser seconded. The motion passed.

## **Other Business**

Rob McManamy reported that the men's group is reenergized after their last meeting. He plans to conduct a survey to see what the men of the parish want from the group.

## **Adjournment**

Donna Blackburn moved to adjourn the meeting at 8:18 pm and Laura Brady seconded. The motion passed. The next vestry meeting is scheduled for December 18, 2019.

Respectfully submitted,  
Tracie Moxley  
Clerk of the Vestry