

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

**Minutes of the Vestry Meeting
June 19, 2019**

Evening Prayer and Attendance

After Evening Prayer in the church at 6:45 pm, the vestry meeting was called to order at 7:04. The following members were in attendance: Fr. Jeremy Froyen (rector), junior warden Donna Blackburn, Bryan Burke, Kyle Dailor, Mary VanSwol, Laura Brady, Tonya Eisenberg, Mike Madden, Chris Pfeifer, Bill Moser, treasurer Debbi Huggett, senior warden Pat Smith Huntoon, and clerk Tracie Moxley. Members Rob McManamy and Jean Scott were not present.

Minutes

A motion was made by Bill Moser and seconded by Mike Madden to accept the minutes from the May 15 meeting, and the motion passed.

Treasurer's Report

The Treasurer's report notes that revenue is essentially on pace for the year. Debbi Huggett reported that she has not moved \$10,000 from the money market until the spending for the building projects is complete. And she noted a change to the report, \$2500 is owed for the rector's equity allowance contribution instead of \$2000.

The flower sale proceeds totaled \$893 and will be directed to offset costs for the resource center. Bryan Burke made a motion to accept the Treasurer's report, with a second by Bill Moser. The motion passed.

Rector's Report

Fr. Jeremy reported that he has been appointed to serve on the Bishop search committee. The search committee had a retreat last weekend and are now trying to coordinate and schedule "listening sessions" across the diocese. It is an aggressive timeline to hold the listening sessions, compile the data and put together a diocesan profile by September 15. At that point, the report will be made public by convention. The listening session in our area will be held at Grace New Lenox and the date has not yet been set.

The Director of Music position was posted and received ten applicants. Phone interviews have started and in-person interviews will hopefully begin next week. Once the process has narrowed to 2-3 candidates, Fr. Jeremy will invite them to rehearse with the choir and lead Sunday morning music. Someone raised the question of whether the candidate should get paid for leading music on Sunday and after a brief discussion, Fr. Jeremy said he would think about it and make a decision.

Fr. Jeremy reported that he and Deacon Mike Bond met with Vicky Garvey and Shawn Shriner to discuss ways to build a more robust youth program in our deanery. The goal is to have a youth event for the deanery before summer is over.

A new nonprofit has been created by Rob Calhoun called Sounds of Illinois, it is a music enrichment program offering string lessons for students who cannot afford private lessons. The group will offer a string camp on Tuesdays, individual tutoring and group lessons in the evenings. Fr. Jeremy offered space in the church for Rob to hold lessons. There will be a string recital on Tuesday, July 23 in the evening.

Additionally, Grand Prairie Singers will also be utilizing space in the education wing.

Senior Warden's Report

Pat Smith Huntoon and Gale Michael are organizing a hospitality committee and several volunteers have come forward. Sometime after July 4 they will hold a meeting to kick off the committee.

Junior Warden's Report

Donna Blackburn provided updates on several repair projects in the church. First, she reported that the repairs to the mosaic have been completed. An additional \$1200 was needed to repair the cracks in the wall behind, bringing the total cost to \$20,000 for the project.

The tuckpointing required for the wall behind the mosaic was also bid out. A friend of Randy Oyster quoted \$2500 for the job. Marion, the company that completed the repairs to the mosaic, estimated that it would cost \$5880. The Buildings and Grounds committee voted to go with Marion, because even though it is a higher bid, they felt that if there was a problem in the future that effects the mosaic they can go back to Marion to fix it. A member inquired about the type of tuckpointing that was bid – whether it involved grinding down and then replacing all the masonry, or just adding it to the top. The vestry agreed that they wanted the tuckpointing to be done correctly (grinding down and replacing all masonry). Mary VanSwol made a motion to approve the Buildings and Grounds decision to hire Marion as long as the tuckpointing would be done correctly. Tonya Eisenberg seconded and the motion passed.

US Waterproofing and Perma Seal were invited to provide estimates to stop the seepage in the undercroft. They noted a crack in the foundation of the church, close to the north end. The repair can be made from the outside. At the rectory, a basement window well is filling with water and leaking in. US Waterproofing estimated \$2329 to fix both by repairing the foundation crack from the outside and replacing window well. For the same repairs, Perma Seal quoted \$8560. The Buildings and Grounds committee voted to move forward with US Waterproofing, signed a contract and made a deposit. A motion was made by Bill Moser to approve spending \$2329 with US Waterproofing to make the repairs; Laura Brady seconded and the motion passed.

Two quotes were received for the asbestos abatement in the undercroft. M&O, a company out of Homewood, quoted \$15,800 for the work. A larger outfit, NES out of Frankfort, quoted more than twice that - \$36,000. Buildings and Grounds suggested going with M&O, but the question of why the large discrepancy between the bids left the vestry wondering if a third bid should be pursued. It was decided that Donna would get a third quote and once it was received, she would email the vestry for an email vote. Pat Smith Huntoon made a motion to hold an email vote after more information and/or another estimate was available, and Bryan Burke seconded. The motion passed.

Donna also reported that the estimate to lay vinyl plank flooring in the undercroft was \$17,00, more than was budgeted.

UPDATE:

Donna Blackburn emailed on Wednesday, June 26 that she contacted M&O to come out again and make sure they included all areas in their original estimate. When M&O returned, it was determined that they did not include the classroom in their original bid so they amended their bid to \$17,700. For the third bid, Donna contacted a company out of Highland, IN called Safe Environmental. Safe Environmental's quote was \$14,570. The Buildings & Grounds committee voted to hire Safe Environmental. An email vote was then taken to approve Safe Environmental to do the work for \$14,570. Ten members voted yes so the motion passed.

Communications Committee

Tonya Eisenberg reported that she and Paul have worked on transferring information from the old website to the new platform, which is much easier to use/edit. However, the content will need to be reviewed and it is still unclear how to direct users from the old site to the new one. The committee is also developing a postcard to be passed out at events, starting with the Pride Party later in June.

Old Business

The Capital Campaign will be gearing up the first weekend in August and we still need people to host cottage meetings. Facilitators are also needed. Once we hold the cottage meetings, the data is given to Episcopal Church Foundation and they put together a report for us. A schedule will go up the last Sunday in July for people to sign up for a cottage meeting.

Fr. Jeremy stated that the endowment loan check was received and deposited. The entirety of the loan will be spent on urgent repairs.

New Business

St. John's will host a table at the Pride Party being held in Homewood on June 28 from 5-9 pm. Donations of \$800 have been collected to offset the costs associated with the event. At the table will be information about the Episcopal Church, St. John's, a give-away (phone wallets) and baked goods will be available for purchase. The congregation has been asked to drop off baked goods either at the church or bring them to the party between 4:00 pm and 5:00 pm.

Fr. Jeremy reported that the Thursday night study has prompted the scheduling of a Recovery Mass on the last Saturday of the month in June, July and August. The mass takes the 12 steps and integrates them into the liturgy. The prayers are also tailored a bit, the sermon is free form, and grape juice is used for communion. The mass will be promoted with the AA group that meets in the church.

The Ice Cream Social needs helpers for set up the day before and then starting at 9:00 am on the Fourth. Please reach out to Gale Michael if you are available.

Fr. Jeremy presented a contract addendum to his Letter of Agreement that provides for payment of a Health Savings Account. (The Diocese requires an HSA provision in clergy contracts, but this was overlooked by all parties when negotiating the original contract and so was not included and requires an addendum.) The HSA has been fully funded. Mary VanSwol made a motion to approve the addendum and Tonya Eisenberg seconded. The motion passed.

Fr. Jeremy asked vestry members to sign up to lead Evening Prayer before vestry meetings.

SWIFT is purchasing another billboard in August, to look very similar to the first one. St. John's portion will be paid for out of the Rector's Discretionary Fund.

A celebration for Michael Soto is planned for the end of July since his last Sunday is the first Sunday in August. Mary VanSwol is organizing a cake and Pat Smith Huntoon will coordinate collection of a purse for him.

Adjournment

Donna Blackburn moved to adjourn the meeting and Bill Moser seconded. The motion passed and the meeting adjourned at 8:15 pm. The next vestry meeting is scheduled for Wednesday, July 17, 2019.

Respectfully submitted,
Tracie Moxley
Clerk of the Vestry