

Minutes of the Vestry of  
Episcopal Church of the Ascension

August 27, 2023

Mission Statement: To restore all people to unity with God and each other.

We strive to be a radically inclusive community with diverse and vibrant worship, intentionally focused on children and youth, caring for each other, and on being the hands and feet of Christ in all that we do.

Present: Todd, Katie, Andrew, Steve, Ashley, Harry, Aaron, Tom, Joan

Not present: Fr. Paul, Marsha

Note: Fr. Paul is on sabbatical

Harry called the meeting to order at 1:35 pm.

Devotional - Joan (from the book The Sabbath as Rest and Hope for the People of God)

Prayer requests - Martin, John, Jimmy, Dabney, Perry, Robert, Lisa, Lisa's parents

#### Ordinary Business

a) Approve vestry minutes for July; Motion to accept by Joan, Second by Katie, approved as amended.

b) Approve financial reports for July; Motion to accept by Katie, second by Ashley, approved.

#### New Business

ADS Financial Update - Brett - re: establishing a separate bank account as part of the accreditation process. For ADS purposes, they need Vestry approval. The funds will still be a part of church reporting, but will allow a better accounting for ADS. The ADS board also wants clarity on how much money ADS actually has. It's difficult to plan when the balance of funds isn't clear. Checks may need 2 signatures per check, Perhaps Kate can sign, and Patrick Tam, and also Brett. This will also allow some self-auditing. The question is how much would roll over? ADS has a grant account that is \$265K. There is also \$14K in a fundraising account, and some other small amounts i.e. petty cash. ADS was in the black last year \$40K to \$50K. Aaron and Brett need to get a good number. They need to open an account, figure out the amount, and then move

it into the new ADS checking account. Eventually, it might be necessary to open some kind of investment account. Day to day checks and accounting will continue to go through the church. This is more of an account for excess funds. Tom recommends someone from the Vestry should also sit in on the process of figuring out how much money belongs to ADS. We need to think about how we report the accounting changes during the annual meeting. As far as the actual procedures go, we should set an amount for one signature, and above that requires 2 signatures, including one vestry member. Tom made a motion for the president of the ADS board to establish the bank account for ADS, and to have Aaron and Brett establish rules and the amount for the account, and vestry will approve after presented, seconded by Joan. Approved unanimously. Brett will work with Suzanne to set up the account and the signatories.

Annual Parish Audit - Aaron - The audit is complete, and needs to be signed and submitted. Aaron read the letter to the Diocese to the Vestry, with its recommendations. Motion to accept results of the audit and put procedures in place to implement the findings of the audit committee where appropriate was made by Harry. Seconded by Joan. Motion accepted unanimously.

Sabbatical planning/update - Harry - when Fr. Paul left for sabbatical, he supplied the preaching schedule through November. There is one open space in November, which could be filled by Fr. Ernie. Motion to offer Fr. Ernie \$3K/month made by Harry, second by Ashley. Motion approved.

Update from Safety Committee - Harry - Cameras have been placed everywhere except upper building. We will add a couple more in places we didn't plan. Fr. Paul is against the "no trespassing" sign. During the next meeting, the Vestry will walk through the recommendations from the safety committee. People with access to video from the classrooms should probably have background checks and safe church training.

## Reports

Junior Warden - Andrew - HVAC service and cost issues. We need to get a couple of independent HVAC companies who will check the units, the setup, etc, and give us a recommendation for any changes or repairs. We have been spending increasing amounts on service and repair, and it is possible we need to make some changes.

Senior Warden - Harry - Spoke to Fr. Paul and office staff last week. He wants to make sure the office knows vestry is supportive. The preaching schedule for the next month is in the agenda.

Shall we continue "Pints with (out) Paul", or some other event? Harry will add it to his weekly email so we can discuss. What about asking Randy or Laura to participate?

People to thank: Fr. Eric, members of the audit committee, Eva and kids need to do thank you notes for the volunteers who assembled the furniture, RH for send off luncheon.