

Regular Meeting of the Vestry
THE NEVIL MEMORIAL CHURCH OF ST. GEORGE, ARDMORE, PA
Tuesday, August 8, 2017

ATTENDANCE

Present: Chris Butto, Joan Cesare, Andrew Coonradt, Paul Joslin, Stephen Krouse, Susan LaBrake, Rob McGarvey, Janet Reddin, Catherine Stuart, The Very Rev. Ryan Whitley

Absent: none

Supplemental Documents:

- a) June 2017 Financial Report
- b) Punch list of Rectory repair and maintenance items

The meeting convened at 7:05 PM.

OPENING BUSINESS

- Opening Prayer
- Approval of the July 2017 Minutes
 - A **MOTION** was made by Catherine Stuart to approve the minutes for the July 2017 meeting. The motion was seconded by Andy Coonradt. It passed unanimously.

BUILDINGS AND GROUNDS

- Paul reported that he called [AMDG](#) about a small leak in a dormer window in the Ark that was discovered last rainstorm. He will set up a comprehensive inspection of the roof with them ASAP. The AMDG parking lot repair quote covers more area than the previous paver's: approximately ¼ of the lot, from the exit up to a crack near the shed. It includes putting a solid base underneath for withstanding wear and tear from trash trucks. It was decided to wait for AMDG's roof repair quote and then determine whether there is enough money left in the budget to proceed with their proposed parking lot repair also. Rob will do a general assessment of the Capital Campaign's cash flow to assist in this decision. AMDG also looked at the timbers on the Rectory but declined to generate a quote for that work.
- Paul has spoken to an electrician about re-installing the exhaust fan in the kitchen. He will have the electrician look at the timer for the parking lot lights also.
- The booster heater for the dishwasher has been ordered and Pete is working to get it installed. [N.B. the booster heater was installed in time for the Whitley farewell party.]
- Building & Grounds (B&G) will move forward with buying the tow-behind attachment for the lawnmower that the sexton, Mark Alston, requested.
- Replacement of the three toilets on the main floor is still pending.
- Sam Soldan told Paul that The Childrens Ark definitely wants to be part of the new sign. The suggestion was made to ask The Ark to take responsibility for researching that sign's replacement.
- B&G will work with Pete Ricci and Kelly to schedule a final kitchen work day (or half-day) and generate a punch list of tasks to accomplish. This might be coordinated with Sarah Farnsworth's next grounds cleanup day.

FINANCE, ADMINISTRATION and WORSHIP

Accounting Warden's Report

- Rob presented the June financial report. Pledges are down \$5,000. A reminder will be put in the E-Tale in September asking parishioners to catch up on their pledges after the summer. Printing supplies are running nearly twice the amount that was budgeted. Rob will look into the bills received from Konica for an explanation of why they have big swings from month to month.
A **MOTION** was made by Steve Krouse to receive the financial reports.
The motion was seconded by Chris Butto.
It passed unanimously.

Rector's Report

- The \$6,000 payment from AT&T for signing the cell antenna agreement has been received. Construction may start as early as September. The monthly \$2,600 payments should start the minute they come on the premises. Fr. Ryan told AT&T to install a lockbox next to the Brides Entrance to hold keys to the Brides Entrance and the bell tower. Kelly will be instructed not to open those doors for anyone. Tom Zolna will be the site manager for AT&T. Fr. Ryan told Tom that all construction has to be cleared through Kelly in advance, so she knows who is supposed to be on campus. The contract stipulates they can't work on Sundays and that they will pay the business privilege tax. We also need to inform AT&T that the light in the Brides Entrance must be reinstalled before each Sunday. Paul volunteered to be the contact for St. George for this project.
- As requested by B&G Committee, Fr. Ryan assembled a punch list of Rectory repair and maintenance items.
- Fr. Ryan suggested asking Kelly to write out a list of all the passwords she knows and keeping a copy of it in the safe.
- A parishioner needs to be recruited to take over posting to the church's Facebook account. It needs activity at least twice a week. Kelly and Paul are administrators on the account.

Rector's Warden's Report

- The letter informing parishioners of the status of their Capital Campaign contributions and reiterating what the Capital Campaign has accomplished so far should be in the mail soon.
- Chris Magnani has agreed to do the parish audit with Julie Ricci. The deadline for submitting the completed report to the Diocese is the day before the annual convention (November 3). Fr. Ryan estimates that the time required to perform the audit is approximately three Saturdays.
- The Rev. Barbara Abbott has agreed to be our interim rector. She will start work Monday, August 28. The senior warden at her previous post, Holy Apostles in Penn Wynne, told Catherine they couldn't have been happier with her tenure there. Catherine and Rob will work out the final contract details. Pastor Barbara does not want to live in the Rectory, so we will contact a realtor to explore the possibility of renting it out.
- Prospective members of the Search Committee and Parish Profile Committee were discussed.
- There are two unclaimed items in the new set of green vestments. A final item will be placed in the E-Tale to solicit donations before the set is ordered in late August.

SOCIAL, OUTREACH, CALENDAR AND COMMUNICATIONS

- Upcoming events:
 - American Red Cross Blood Drive – Wednesday, August 9, 2:00 PM - 7:00 PM

Class of 2018
Chris Butto
Susan LaBrake
Catherine Stuart, *Rector's Warden*

Class of 2019
Joan Cesare
Stephen Krouse
Janet Reddin, *Secretary*

Class of 2020
Andrew Coonradt
Paul Joslin
Robert McGarvey, *Accounting Warden*

- Last Adore before the Shore service – Wednesday, August 9, 7:00 PM in Jerusalem Hall
 - BYOM and Whitley farewell party – Sunday, August 13 (Organizer: Pete Ricci)
 - Blessing of the Backpacks and First Day of Sunday School – Sunday, September 10
 - Monthly Career Wardrobe Drop-off – Tuesday, September 12, 5:00 PM - 7:00 PM in Bride's Entrance
 - Matinee Movie ("A Dog's Purpose") – Saturday, September 16 at 2:30 PM in Jerusalem Hall (Organizers: Roland Noreika and Steve Drabkowski)
 - Fall Feast - Men Cook – Saturday, September 23 (Organizers: Gary Bullock and Pete Ricci)
 - Outreach Committee meeting – Tuesday, September 26, 7 PM
 - Kids vs. Adults Wiffle Ball Game – Sunday, October 1 after 10 AM service
 - Blessing of the Animals – Sunday, October 8, 10 AM service
 - Good Works Work Day – Saturday, October 14, 7:45 AM to 3 PM (Organizer: Eileen Kammerer)
 - Hoagie fundraiser – Saturday, October 14 (Organizer: Pete Ricci)
 - Trunk or Treat – Saturday, October 28, 4 to 6 PM in St. George parking lot
- Looking ahead, we need to ask David and Laurie Ney if they are planning to serve as organizers of this year's Gala. If not, someone else will need to be recruited.

STEWARDSHIP

- Mary Hobart has drafted a Stewardship Campaign letter. Fr. Ryan suggests putting the letter in two Sunday bulletins too.
- Chris reported that they met with Kelly to go over the list of parishioners.

SHEEP CONCERNS

AFFIRMATIONS

To Pete Ricci for organizing the Whitley farewell party.

ADJOURNMENT

A **MOTION** was made by Steve Krouse to adjourn the meeting.

The motion was seconded by Joan Cesare.

It passed unanimously.

The meeting adjourned at 9:50 p.m.

Respectfully submitted,

Janet Reddin, Secretary