

**St. Andrew's Episcopal Church
Elyria, OH**

Minutes of Vestry Meeting, December 8, 2021

Present: Rev. June Hardy Dorsey, Bill Hebble, Amy Kellogg, Doug Skladan, Mark Skladan, Leanne Taylor, Jon Quisenberry, Hans VanWormer, Karen Wells
Absent: Jay Snider

Welcome, Check-in, Worship

Call to order 7:15 pm

Karen Wells moved to accept the November minutes; Hans VanWormer accepted; motion passed.

Rector's Report – Rev. June Hardy Dorsey

See attached, highlights include:

- A grant was submitted to the Diocese of Ohio to form a partnership with LCCC students to be resources for teaching/leading/mentoring youth and children's programs. We received word that we were awarded the full amount.
- A Director of Children and Youth Ministries Search has been hired and will begin in January
- St. Andrew's Annual Meeting (in person and on Zoom) is Jan. 16, 2022

Sr. Warden's Report – Amy Kellogg

- The Carillon dampers that were being refurbished and were to be returned in May are finally scheduled to be returned and installed on Tuesday, December 14th.
- We continue to work on the grant application to assist with the funding of Rev. June's sabbatical.
- We continue to follow the Boy Scouts bankruptcy which resulted from the sexual abuse cases across the United States. Due to our hosting of Boy Scout troops we, along with several churches in the Diocese, filed as an interested party. As a result, we had to vote on the Boy Scouts Bankruptcy Plan. I have consulted with one of my Bankruptcy colleagues who has reviewed the documentation for us. We were notified by the Diocese that one of the claims submitted referenced St. Andrew's. It appears that the event took place in late 1973/early 1974. We have been advised by the Diocese to alert Church Insurance to this potential claim.

Jr. Warden's Report – Hans VanWormer

- 1st Floor renovation is completed with the exception of minor finishes
- Neighborhood Alliance arranged and paid for an electrician that installed night lights in the back hallway leading to the Middle Avenue doors and one in the hall leading to the elevator on the lower level. Also installed were exit signs with emergency lighting. We are waiting for a proposal on updating exterior lighting.

Treasurer's Report/Financial Report – Doug Skladan

See attached, highlight:

- Giant Eagle sent grant money for Community meals. We asked for \$2000, but received \$3000.

Doug advised that by-law changes will be submitted in a motion at the Annual meeting in January to officially update the commission structure and new mission statement to be voted on by the congregation.

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Advocacy Report – Karen Wells

See attached

Karen is now a member of the Young Adult mission network for Province V

Old Business

Doug Skladan, LeAnne Taylor and Jon Quisenberry continue to seek those willing to serve on Vestry. Myki VanWormer provided an update on the winter warming shelter. Room set-up is scheduled for Tuesday, December 14.

New Business

Karen Wells moved to transfer \$7000 from the Huntington checking account (11000) to the JIF Sylvia Taylor account (31700), Amy Kellogg seconded; motion passed.

Jon Quisenberry moved to elect Doug Skladan to become the Treasurer as of January 1, 2022, Hans VanWormer seconded. Discussion included that our current Treasurer, Lise Day, has advised she is no longer able to fulfill the duties; motion passed.

2022 Budget Discussion

Doug Skladan presented budget

Discussion followed including a request to increase the Building and Grounds budget to \$11000 and increase the Dyer fund income to \$12000.

Hans VanWormer moved to accept the budget with adjustments discussed and to have the Treasurer make updates to reflect corrected amounts and balance the budget. Mark Skladan seconded. Hans VanWormer amended the motion on the recommendation of Amy Kellogg to include that the Treasurer send the updated budget to Vestry members once completed. Mark Skladan seconded the amended motion; motion passed.

Closing Prayer – Amy Kellogg

Adjourn

Respectfully Submitted,
Michelle VanWormer
Vestry Clerk 2021

Rector's Report to Vestry

December 8, 2021

Worship

Advent began on November 28 with the same Sunday worship schedule. The liturgy from Enriching Our Worship is being used in all three services with the ante-communion service on Zoom adapted to that context. We have added a crucifer, procession and recession to the in-person services, as people are available and willing to serve. A Tuesday noonday prayer service is being broadcast on Facebook Live for the season. Beginning December 13, the Zoom Compline service will move from Thurs. at 8:30 pm to Monday at 7 pm.

Christmas Worship will be as follows:

Christmas Eve 5:30 pm Christmas Eve Holy Eucharist with Music and Children's Pageant (in person)

Christmas Eve 10:30 pm Candlelight Christmas Prayer Service on Zoom

Christmas Day 10:00 am Christmas Day Holy Eucharist (in-person) Said Service

First Sunday of Christmas (Dec. 26) Only one in person service at 10:30 am (We will make that service available in a Zoom livestream format with new equipment or simply as a FB live broadcast.)

Christ Church, Oberlin and Church of the Redeemer, Lorain have been invited to join this service as has been the custom in past years.

Jan. 2 will be Morning Prayer or Holy Eucharist led by a supply priest.

The Feast of Lights is being proposed for Jan. 9 and is dependent upon the number of participants who are willing and able to participate in an in-person service.

Formation

Intergenerational – Feast of St. Andrew's on Zoom was held at 6:30 pm Nov. 30 with 9 participants. (I wrote about a part of this in my Rector's letter in the Dec. newsletter.)

Advent Adventure Advent Workshop in person in the Parish Hall

Dec. 4 – 10 am – Noon

Children – Christmas Pageant and Rehearsals (includes music with the adult choir)

Sunday Morning Sunday School is being planned to begin in mid-January

Adults – Advent Devotional Materials provided for first Sunday of Advent (Nov. 28)

Begin Sunday morning formation as able, 9:45 am – 10:45 am

Online formation offerings via Zoom (Church Next courses)

Zoom Book Groups

Youth and Community College Grants

The grants committee has submitted a grant to the Episcopal Church Department of Young Adults and College Students for two symposia in 2022, centered on spiritual issues and communication around death and dying. We will be notified in February if we were awarded the grant and the amount awarded.

A second grant was submitted to the Diocese of Ohio to form a partnership with LCCC students to be resources for teaching/leading/mentoring youth and children's programs. We received word on Thursday that we were awarded the full amount of the grant (\$9350), which is \$2200 more than the initial plan. Upon meeting with LCCC Student Life faculty and learning more specifically about the details of how this program could work, we added the additional funds to the grant request. Key

volunteers are being recruited to plan the details of the first phase of this project. The new Director of Children and Youth ministry will be involved in the planning and implementation as it relates to ministry with children and youth.

Both of these grants are the result of a discernment process led by Jeanne Plas, chair of St. Andrew's Grants Committee and involving interviews with members of the parish. After a season of very intense work on grants, Jeanne Plas has stepped down as chair of the grants committee to focus upon responsibilities with her extended family and a period of travel out of state. Deep gratitude is expressed to Jeanne for her hard work and dedication in leading a robust season of grant writing.

Outreach

Building use by outside groups has been calculated according to guidelines provided by the Office of Finance at the Diocese of Ohio. It has led to a new understanding that the factor that leads to the lowering of the assessment is the number of hours that the church building is used by outside groups. Previously I had the understanding that the factor was outreach ministries of St. Andrew's.

The calculations were submitted to be considered in the budget process for the 2022 budget.

Pastoral Care

I continue to provide pastoral care to parish members and their families as well as to community members who reach out. I continue to take extreme care in person meetings and whenever possible, I try to meet by Zoom or telephone. Hospital and home visits are made with all Covid Protocols practiced at highest levels.

Communications and Outreach Assistant

Jesse Varner continues to excel in her roles in communications and outreach. She promoted the "A Future with Hope" financial stewardship campaign through Facebook and has created a Youth Ministry Instagram account to enhance communication with youth. (This is the practice of the Rev. Anna Sutterisch, Canon for Formation for the Diocese of Ohio and is a known medium with safeguards against inappropriate use.

The directory information switch has happened and she is in the process of making corrections in the database. Once the corrections are complete, parish leaders can be given access to the online database and access current directory information as it changes in real time. A printed directory will also be created and distributed. The financial giving information switch will take place at the beginning of the new year.

Director of Children and Youth Ministries Search

The search for St. Andrew's Director of Children and Youth Ministries is continuing with a hopeful update. The candidate who was the top candidate earlier in the search has re-entered the search. He took a position with another denomination and discovered that working in an Episcopal church was a better fit for him. He is currently a United Methodist but, if hired, will take the upcoming confirmation class with the youth group and plans to be confirmed in the Episcopal church. His references have been contacted, with all of them providing good recommendations. He has met with two of the Sr. High youth on Zoom and they also responded positively to him and his consideration for the position. I am meeting with him on Saturday afternoon and if that interview goes well, plan to offer him the position, beginning later in December. He already has travel plans for Christmas so he will be hired initially as a contract worker and come on board on Jan. 1 as a salaried employee.

I will continue to oversee youth ministry in collaboration with St. Andrew's adult leaders. Bill Hebble, Bill Taylor, Karen Hahn and Anne Yug have all participated and been helpful in this endeavor.

Confirmation Class begins in Advent and will be incorporated into the overall program of youth ministry. From the youth suggestions, a tentative schedule has been created into Jan. 2022. The

new Director of Youth and Children's Ministries will have the opportunity to join in and build upon this schedule upon his arrival.

The schedule is listed below.

The Youth Group Schedule is as follows:

Dec. 4 – Advent Adventure 10 am

Dec. 12 – Confirmation Class Introduction lunch – 12:30 pm at St. Andrew's (For all youth)

Dec. 24 – Youth to lead significant parts of the Christmas Eve 5:30 pm in person service.

Dec. 26 – Youth Group Christmas Party (Second day of Christmas) 6 pm St. Andrew's (Families invited)

Jan. 16 – Movie Night with Snack Supper 5 pm

Jan. 30 – Winter Hike and Bonfire (weather permitting)

Parish Calendar Looking Ahead

Dec. 24 - Christmas Eve 5:30 pm Christmas Eve Holy Eucharist with Music and Children's Pageant (in-person)

Christmas Eve 10:30 pm Candlelight Christmas Prayer Service on Zoom

Dec. 25 - Christmas Day 10:00 am Christmas Day Holy Eucharist (in-person) Said Service

Dec. 26 - First Sunday of Christmas (Dec. 26) Only one in-person service at 10:30 am (We will make that service available in a Zoom livestream format with new equipment or simply as a FB live broadcast.) Christ Church, Oberlin and Church of the Redeemer, Lorain have been invited to join this service as has been the custom in past years.

Jan. 2 - will be Morning Prayer or Holy Eucharist led by a supply priest.

Jan. 9 - The Feast of Lights (tentative) at 10:30 am 1 service broadcast on Zoom

Jan. 16, 2022 – St. Andrew's Annual Meeting (in person and on Zoom)

Jan. 22, 2022 – 10 am – 1 pm, Vestry Retreat with all Vestry members – Agenda includes Strategic Plan overview, Mutual Ministry review, assignment of responsibilities on Commissions and Committees and orientation.

Rector Vacation and Professional Development Days

Total available for 2021 (2021 vacation + 7 days including 3 Sundays carried over from 2020 which must be used in 2021)

Taken in 2021

Jan. 3 – 1 vacation day (Sunday)

April 29 – May 15 – 9 vacation days including 1 Sunday (11 total days were taken with the equivalent of 8 units or two work days of distance work during this period. Work day details available upon request.)

May 17 – 21 Professional Development - Festival of Homiletics (online conference) Some St. Andrew's Mid-week worship and meetings were attended between conference sessions.

June 3-7, 2 vacation days including 1 Sunday

June 30 – July 24 – 13 vacation days including 3 Sundays (16 total days were taken with the equivalent of 9 units or three days of distance work during this period. Work details available upon request.)

Aug. 12, 19, 26, Sept. 2 (Not full days)

– Professional Development course on the Ignatian practice of the Weekly Examen (Online)

Oct. 18 – 30 – 7* vacation days including 1 Sunday. (* 9 total days were taken with the equivalent of 6 units or two days of distant work during this period. Work details available upon request.) Deacon

Jane and Deacon Barbara Maxwell led MP and Preached for the 8:30 and 11 am services on Oct. 24.
Nov. 21-24 – 3 vacation days including 1 Sunday. Hans Van Wormer, assisted by Deacon Jane Trager, led Morning Prayer for the in-person services. I led the Zoom service from home.

Looking ahead:

Vacation carried over from 2021 to 2022:

Vacation - 2 days including 1 Sunday

Professional Development 2 days (includes Sundays if needed for travel time)

Dec. 27 – Jan. 14 4 vacation days from 2021, no Sundays + 10 days in 2022 including 2 Sundays.
(This will be true vacation with no work days while I am away. Arrangements will be made for all services, including Zoom.)

Respectfully submitted,
June Hardy Dorsey, Rector
St. Andrew's Episcopal Church,
Elyria, OH
revjunehd@gmail.com