

**St. Francis Episcopal Church
May 20, 2025 Vestry Meeting**

The Vestry convened on-line on Tuesday, May 20, 2025, at 7:30 p.m., Fr. Mark presiding. Members attending: Ms. Tendall, senior warden, Mr. Feagles, junior warden, Ms. Byam, Ms. Davis, Ms. Hurdle, Ms. Oleson, Mr. Ruf, Dr. Schneider, Mr. Tester, and Ms. Warren. Also attending: Mr. Smith.

Invocation

Fr. Mark led the invocation.

Bible Study

Dr. Schneider led the Bible Study on 2 Corinthians 12. He asked why God lets us suffer. He said that in this passage, Paul spoke about his own struggles and of his detractors accusing him of being a false prophet. God let Paul suffer to deepen Paul's humility and to make him safe from Satan's power. Dr. Schneider said success doesn't teach humility, but reliance on God's grace, showing mercy on others, and being humble are what God wants us to do.

Consent Agenda

Approval of the Minutes of the April 15, 2025 Vestry Meeting

Rector's Report

Zion Church

Fr. Mark said the license agreement with Zion Church requires only a few minor revisions before being finalized, and Fr. Mark, Ms. Tendall, Ms. Hurdle, and Ms. Nanan will meet with Zion Church officials on Wednesday, May 21st to discuss details about this and other issues related to our space sharing.

Mutual Ministry Review

Ms. Tendall presented the annual performance review process that the vestry will use to evaluate the rector's performance and our common leadership of the congregation. The wardens will review the vestry's submissions and present their findings at the July vestry meeting. Fr. Mark will conduct the annual staff performance reviews before he leaves on his trip.

Fr. Mark's Absence

Fr. Mark and Pastor Allison will be away from May 29-June 15. During his absence, the clergy from St. James and Christ Church will be available for any emergencies, and the Rev. Charles Hoffacker will lead Sunday services.

Zion Church Lease Agreement

Mr. Feagles and Mr. Hough, the church's counsel, have reviewed the lease agreement with Zion Church including minor changes Zion Church requested by Zion's lawyers. They accepted most of these changes, which were primarily lawyerly quibbles about particular words, and insisted in other cases that the license agreement remain as originally drafted. We have worked under the

terms of the current license agreement without any difficulties since March 1. Zion had requested that we review these suggested changes and make any necessary adjustments before the trial period for the lease ends on June 30. Mr. Feagles requested that the vestry approve the current draft, and authorize the rector and wardens to complete any additional negotiations with Zion on the church's behalf. They will report back about the final decisions at the July vestry meeting.

Mr. Tester asked about the agreement's language about exclusive use of space, and the potential challenge of overlapping activities between Zion and St. Francis. Fr. Mark said that the language indicates that St. Francis is committed to not scheduling any activities during the time on Sundays when they have ongoing use of the facilities, and that special activities that Zion wishes to hold need to be scheduled in advance. The language is intended to be flexible enough to deal with situations like finishing cleanup for a church activity that runs into Zion's time.

Motion to Approve the Zion Church Lease Agreement

Fr. Mark asked the vestry to approve the Zion Church Lease Agreement by voice vote and to authorize the rector and wardens to complete any additional negotiations with Zion. Sue Tendall moved the motion and Dave Ruf seconded. The vestry unanimously voiced their approval.

HVAC System

Mr. Ruf gave a progress report on the HVAC system work. He said work on the HVAC system had been completed and the Montgomery County inspection was scheduled for later in May. There is still a very small hole in the system chiller, but this will rust over in time. The HVAC's pumps will be replaced individually. The vestry then discussed of various aspects of the HVAC system and how winter temperatures may impact it.

Financial Report

Mr. Tester, church treasurer, said the church continues to have a good surplus of fund, at present \$103,000. This surplus includes the Employment Retention Tax Credit (ERTC), which is coming to an end. Without the ERTC, the surplus falls to over \$50,000. Changes in the accounting fees have improved the church's budget performance over 2024.

Columbarium

The concrete between the flagstones covering the columbarium are eroding due to temperature changes and moisture from rain and snow. Moving the HVAC system components also put a strain on this surface. The vestry discussed possible long-term remedies for this situation.

Motion to Approve the May Financial Report and Consent Agenda

Ms. Byam made a motion, seconded by Mr. Ruf, to approve the May financial report and items on the consent agenda. The motion was approved unanimously.

Miscellaneous

Ms. Hurdle said the staff had moved items out of former Women of St. Francis storage closet for Zion Church to store their equipment and materials. This is a lockable closet and has plenty of space for their needs.

The vestry will not meet in June as previously planned – the next vestry meeting will be on July 15, 2025.

Motion to Adjourn

Mr. Tester made a motion, seconded by Ms. Byam to adjourn. The motion was approved unanimously.

Adjournment

Fr. Mark led the Vestry in the closing prayer:

Keep watch, dear Lord, with those who work, or watch, or weep this night, and give thine angels charge over those who sleep. Tend the sick, Lord Christ; give rest to the weary, bless the dying, soothe the suffering, pity the afflicted, shield the joyous; and all for thy love's sake. Amen.

Respectfully submitted,

Les Smith
Clerk