

**St. Francis Episcopal Church
October 21, 2025 Vestry Meeting**

The Vestry convened online on Tuesday, October 21, 2025, at 7:30 p.m., Fr. Mark presiding. Members attending: Mr. Ruf, Senior Warden, Mr. Feagles, Junior Warden, Ms. Davis, Ms. Hurdle, Ms. Oleson, Dr. Schneider, Mr. Tester, Mr. Todd, and Ms. Warren. Also attending: Mr. Hackel, Seminarian, and Mr. Smith.

Invocation

Fr. Mark offered an invocation.

Bible Study

Ms. Davis led the Bible Study on Philippians 4:9. This scripture calms feelings of anxiety, fosters prayer for troubles, praise for God and helps us to focus on what is good. Do these things, and God's peace will be with you.

Consent Agenda

Fr. Mark presented the minutes of the September Vestry Meeting and said one minor error had been corrected.

Rector's Report

Diocesan Delegates

Kathy Hermann and Terri Vande Sande have volunteered to be St. Francis's Diocesan Delegates. They will accompany Fr. Mark to an orientation meeting for Diocesan Convention this month.

Nominating Committee

Prentiss Feagles, Fan Olesen, Dustin Todd, and Adam Schneider will serve on the nominating committee to select candidates for three vestry positions (three-year terms) and a junior warden (two-year term). All four are eligible to serve an additional term.

Basketball Court

The Vestry approved a bid from Asphalt Medic to resurface and recoat the basketball court after by email on October 10. This digital approval needs to be ratified by vote during a regular vestry meeting.

Livestream Technician

We are seeking someone to replace Sean Smith in this role, and will expect that the new person thoroughly train volunteers to serve as assistants and to cover when he or she is not available. The vestry suggested that Father Mark ask the incoming parish administrator, Preston Cherouny, for his advice.

WiFi

Ms. Davis suggested she will ask her husband, Peter Davis, for his advice on the various issues the church is experiencing with the WiFi signal. It was noted that Georgetown Hill Early Childhood School (GHES) has its own WiFi signal that is functioning properly.

Website

Fr. Mark said that Pastor Allison is preparing a grant application for funds to redesign our church website, using a platform that staff could update when needed. Some additional funding will be needed for this in 2026, even if the grant is received (a 50/50 match). He asked if there were parishioners who could help with this project.

Parking Lot Thefts

There have been several thefts of articles left in cars parked in the River Road parking lot. Most of these thefts have occurred during the work week with one theft on Sunday morning. Fr. Mark asked people to lock their cars and to remove any valuables that thieves may want to steal. The E-blast carried a warning to alert people of this problem. The Zion Church officials have also been notified of this issue.

Funeral Policy

Updates to our funeral policies and rates, incorporating suggestions raised by vestry members at recent meetings, have been completed and posted to our website.

Stewardship Campaign

The church has received 31 pledges totaling \$192,000 so far. We received, in total, 98 pledges toward the 2025 budget. The campaign committee estimates the church budget will be approximately \$648,000 vs. \$662,000 in 2024.

The 2025 budget should see some reduction in expenses because of increased operating expense sharing with Georgetown Hill. St. Francis and GHES will share operating expenses, similar to the expenses in the 2024 budget.

Mr. Hunter and Fr. Mark will confer with parishioners about the stewardship campaign. Ms. Hurdle will send information on the pledge campaign in a “web blast” on October 26th, and the finance committee will review the stewardship campaign at their October 27th meeting with special emphasis on budgeting for building and maintenance expenses.

Mr. Ruf said he will consult Mr. Whitlock on estimates for the expenses related to the maintenance projects. The vestry will review and adopt the final 2026 budget at their December monthly meeting.

Motion to Approve the Consent Agenda

Dr. Schneider made a motion, seconded by Mr. Feagles, to approve the consent agenda. The motion carried unanimously.

Motion to Approve the Designation of Ms. Hermann and Ms. Vande Sande as Diocesan Delegates

Fr. Mark made a motion, seconded by Ms. Warren, to approve the designation of Ms. Hermann and Ms. Vande Sande as diocesan delegates. The motion carried unanimously.

Motion to Approve the Designation of Mr. Feagles, Ms. Oleson, Dr. Schneider, and Mr. Todd as the Committee to Select Candidates for the Vestry

Fr. Mark made a motion, seconded by Ms. Warren, to designate Mr. Feagles, Ms. Oleson, Dr. Schneider, and Mr. Todd as the nominating committee to select candidates for the vestry. The motion carried unanimously.

Zion Church Lease

Ms. Hurdle said she is reviewing the several changes in the Zion Church lease, including their use of a small unused office near St. Francis Hall as a nursing area. Their mini refrigerator could also be placed there. The additional space will be added to the contract and will increase Zion Church's monthly rental. The contract should be finalized on November 30th.

St. Francis's River Road Sign

There was an inquiry about a sign advertising Zion's services appearing on the signboard during the week. Zion's messaging should only appear on the signboard during the hours they have rented the church, but sometimes the calendar that controls which signs appear malfunctions.

Financial Report

Mr. Tester, church treasurer, said the church received a surplus of funds in September due to pledges, the Zion Church monthly rent, and the Employee Retention Tax Credit (ERTC) payment. Removing the rental income and the ERTC leaves an operating surplus of \$13,000, although it is below what we expected due to a drop in income from pledges, as income from pledges is down \$27,000 for 2025. Notices of pledge payments were sent out in early October, and there has been significant response to these.

The vestry decided to begin sending out a quarterly pledge report to give parishioners notice of their donations. The vestry also discussed the current uncertainties in the economy that may impact pledging. There are also a number of parishioners who contribute but have not pledged.

Motion to Approve the September Financial Report

Dr. Schneider made a motion, seconded by Mr. Todd, to approve the September financial report. The motion carried unanimously.

November Vestry Meeting

Fr. Mark said the November vestry meeting should be in-person and/or a hybrid arrangement (if this can be facilitated) as the meeting will include a discussion on the budget and financial matters.

Motion to Adjourn

Mr. Tester made a motion, seconded by Dr. Schneider, to adjourn. The motion carried 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