

Grace Vestry Meeting Minutes

November 20, 2025

In Attendance

In attendance: Pastor Steve, Bill Siewert, Ernie Simon, Sharon Potter, Lucy Smith, Don S., Mike O. Absent: Mike Zubas, Martha Houser. Guest, Gary. Linda Siewert, meeting notes.

Opening prayer offered by Pastor Steve, 6:35 pm.

I. Approvals

- A. October meeting minutes. Minutes correction: Remove Lucy from attendance. Mike motioned to approve minutes, Sharon 2nd the motion.
- B. Minutes for November 2nd meeting with the Vestry and Bishop. Minutes approved.
- C. October financials. Mike motioned to accept financials, Sharon 2nd motion.

II. Ongoing and New Business

- A. Wednesday community supper money.

Discussion with vestry and Gary about whether to take \$7K from the community supper budget, and transfer it back into the operating account. Mike motioned to transfer \$7K from Wednesday supper budget, back into the operating budget, Bill 2nd the motion, all agreed.

- B. Proposed 2026 Budget. Vestry reviewed tentative budget.

- 1) Draw for 2025 deficit and ongoing B & G projects. No current plan to cover the 2025 budget deficit at this time.

- 2) Rectory Rental and Modifications

Update on work being done: Bill installed knock box for fire department. Ernie installed replacement ceiling tiles in food pantry room. 3 other rooms will have drywall repairs.

Rectory and parish have had door handle adjustments, self-closing hinges. Added emergency lighting and exit signs. More work needs to be done on rectory house to bring it to the city code requirements.

- C. Ongoing B & G projects.

A/C for the rectory house. Contractor estimate was \$30K. B & G will get quotes for installing A/C units in individual window or wall mounted units.

Certificate of occupancy for rectory house will be awarded after the fire marshal approves the repairs, and alterations for church and rectory house.

- D. Completed B & G projects.

- 1) Handicap lift was repaired by contractor.

- 2) New toilet seat installed in women's bathroom.

- 3) Awning company was paid on balance due.

- 4) Batteries replaced in rectory.

- 5) Vestry approved the quote from Airworks Company to install a new boiler unit.

- 6) Sonitrol Company serviced the alarm in the rectory house and replaced batteries. No fee charged for service call, but there may be a fee for the battery.

- 7) Wood stove was removed from rectory house.
- 8) Replaced kitchen faucet in the rectory house.
- 9) Chris E, installed a new choir mike.

E. Ongoing work for the church and rectory house.

- 1) Replace faucet wand in the kitchen.
- 2) Replace light bulbs in kitchen fixtures, and sanctuary.
- 3) As of 11/18 company interested in leasing is waiting on occupancy approval.

F. Santa Parade. Ann Strevel volunteered to oversee visitors inside the church, and Josh will play organ music. Scott Satterly and his culinary group donated hundreds of cookies that church volunteers will bag for the parade. Church volunteers to serve refreshment and cookies should arrive no later than 9:30 am for set-up on Saturday 11/22.

G. Warming Center participation. Work with outside church group to run warming center operations for January 8 – 11. At the brunch after church service on 11/23, there will be an announcement about volunteers needed for the warming center participation.

H. Proposed By-Law change from 9 to 7 Vestry Members. Don motioned to approve changing vestry bi-law to state 7 vestry members, Lucy 2nd.

I. Sexton-custodian. Custodian to work 10-20 hours a week to minor repairs. Ernie gave update. Continue to run recruitment ad for sexton.

III. UPDATES

- A. Sharon researched free advertising in the Chronicle newspaper. Newspaper is circulated in the Fraser and Clinton Twp. areas. Sharon will review with Marchea creating 2 user accounts with the Chronicle. Future discussion will ensure on what events Grace would place in the newspaper.
- B. Google Search – Mike Zubas will update additional pictures on Grace's Google site.
- C. Calysta was managing Grace's FB page. She was not available due to health issues and is now active. Marchea will be asked to work with Calysta.
- D. Alice T. will increase her bookkeeping services to 10 hours a week.

A. Prayer and Adjournment

Lord's prayer was led by Pastor Steve. Meeting Adjourned at 8:30 pm.
Respectfully submitted, Linda Siewert ☺