

Holy Spirit Vestry Meeting
Minutes for Wednesday, May 13, 2026
5:30pm, Parish Hall

Present: Charlie Swannack (Jr. Warden), Jim Wiley (Treasurer), Leslie McShane (Clerk), Rev. Terri Grotzinger (Co-Rector), Rev. Gretchen Strohmaier (Co-Rector), Patti Beckley, Julie Benson (via Zoom), Lance Collister, Anne Geiger, Glenn Hladek, Keith Kuhn, Mary Beth Jordonnais, Beverley Sherman

Jr. Warden Swannack called the meeting to order at 5:30pm. Glenn Hladek led the group in an opening prayer.

- 1) The Vestry unanimously approved the meeting minutes for April 8.
- 2) Jim Wiley delivered the Financial Report as follows:

During the month of April, parish income exceeded budget by \$4,400 and expenses were below budget by \$1,100, leaving us \$5,500 better than budget for the month. On the Income side, both pledges and plate offerings were above budget, and every category of expense (compensation, admin and buildings & grounds) was below budget. Through April, operating income is \$3,900 over the amount budgeted for year-to-date, slowly building on the positive results from the First Quarter. Also through April, total expenses are below budget – \$7,600 below in total and \$16,600 below budget when we consider that we did not include Rector Transition expenses in the budget but from the start expected them to be paid out of our savings from last year.

Compensation expenses are \$3,300 over budget for the same reasons mentioned last month – overlap in the Office Administration position and additional Tech Support payments. General Office expenses (excluding Rector Transition expenses) are now \$4,200 under budget, despite somewhat higher office/copier expenses, some acceleration of Social Concerns allocations and advertising. And, through April, Buildings & Grounds expenses are \$15,700 below budget due to lower capital improvement spending and despite the cost of reseeding the lawn. If anyone has any specific questions about expenses, please contact the Treasurer.

Holy Spirit's cash position right now is quite strong, with over \$142,600 in our checking account and \$260,000 in the fixed income portion of our D A Davidson account, most of that in CDs which will mature between now and the end of May. As noted last month, the parish is keeping cash high in order to have the flexibility we need to support the new Rector's housing assistance in a timely manner.

The financial report was unanimously approved.

3) Charlie Swannack delivered parish news and the Property and Grounds Report as follows:

- a. The Spring Market Sale was a great success, and Beverley Sherman noted that there was \$1000 more in credit card sales, suggesting that it might be time for the parish to get a card reader to ease that process for this and other money raising events. Consensus is that the event was a great community success with new volunteers and good spirit throughout the setup process and the event itself.
- b. Charlie met with and toured the parish with the Church Insurance Center representative. The land and physical plant of the church are now valued at \$7.2M, and this year's premium increase is 4.5%, which is lower than double-digit increases in recent years. The policy covers, among other risks, cyber security, active incidents, terrorism, fine arts, clergy counseling liability with a \$5000 deductible.

Suggestions for improvements included installing a first-aid kit by the AED station in the hallway, posting maps with directions to exits, using the best practice of making referrals to professional psychologists or psychiatrists after three clergy counseling visits, and that there should always be two persons present when money is counted.

After discussion, two *new* policies were approved and adopted by the Vestry: one, that there shall be, in every circumstance, two persons present when money receipts are counted, and two, new parish members can only be put into positions having anything to do with receiving money and dealing with vulnerable adults after one year of membership.

- c. The hallway to the columbarium has been painted, and the new covers for the back stairs and window well received compliments. The boiler has again experienced a valve issue which has been repaired, and it was suggested and agreed that Charlie should get a quote to upgrade the pipes feeding the boiler system.
- d. An unnamed donor has expressed a wish to the choir director to donate to improve choir infrastructure. The amount is unknown, except that the donor's response to a suggestion to improve air conditioning in the choir church area was to "think much bigger." One idea was to improve the basement for use as choir space, but because that would

negate use of that space for rental to a preschool or use by the parish for a church school, the question arose whether a decision on that option should be postponed until Rev. Darville could participate. After research, Charlie passed along a possible figure of \$200-250,000 to be presented to the donor for downstairs, which would include an architect, permitting, lighting, electrical and other upgrades, with possibilities for either a two-story lift or a three-story elevator. Keith Kuhn posited that the current upstairs choir space is more than adequate and would work with less expensive upgrades to windows and air conditioning. During discussion about the pros and cons of lifts and elevator installations, Patti Beckley brought up, and others concurred, that there is need for better accessibility to all levels in the building. That idea led to whether the vestry might authorize some cost to approve such elevator or lift improvements, if the current donor was not amenable. With lack of adequate information about the donor's intended gift, these issues were discussed for information purposes until more is known.

- 4) The Vestry voted to approve participation in the POV Overflow program for the upcoming 2026-27 season.
- 5) Because the guests of honor were present, Patti Buckley and Glenn Hladek assured us, without going into detail, that plans for the May 31 celebration and program are underway and in good shape.
- 6) Reflections on Departure: Rev. Terri expressed pleasure in church members' increasing willingness over the years to change structure and to try new things, and has been especially gratified to see leadership for ministry expand beyond people in the vestry. "It is a gift to know things are in good hands." Rev. Gretchen told us that her philosophy of ministry is to co-pilgrim, side-by-side with those seeking community. She believes the road to more joy in life is to live fully, in community with close personal relationships.
- 7) Brief updates:
 - a. The summer list for Sunday hospitality was circulated.
 - b. Rev. Gretchen reported that the Cursillo weekend went well.
 - c. A reminder that June 7 is the date for Pastor Arne Bergland to begin and for the church picnic.
 - d. The Vestry will take July off and will come back in August.

- e. It was suggested to get pictures of the current preschool setup to show how it's being utilized, which might be helpful if seeking another tenant.

Reverend Gretchen led a final prayer and the meeting was adjourned.

Respectfully submitted,

Leslie McShane, Clerk of the Vestry