

St. Peter's Episcopal Church

Vestry Meeting Minutes

January 12, 2025

Opening: The St. Peter's Vestry (newly elected and those "going off") met together in the Diffenbaugh Library following the Annual Parish Meeting on January 12, 2025. Attending the meeting were Linsey Shreve, Judy Eller, Vel Shreve, Charlotte Corbett, Debbie Whitehorne, Liz Kress, Charlie Pfeifer, Nancy Comfort, Bruce Comfort and Kimberly Truxell. Peggy Pfeifer was absent. This meeting began with a prayer at 11:45 A.M.

Elections: Bruce Comfort was elected Jr. Warden and Kimberly Truxell was elected Sr. Warden unanimously.

Meditations/Counters Sign-up: Sign-up sheets were passed around for all to sign-up for the monthly meditation and counter schedule for 2025.

Minutes: The minutes from December 15, 2024, were approved with a change to reflect that the previous Sr. Warden (Linsey Shreve) will help fill-in and sign the 2024 Parochial Report due by March 1, 2025. A motion from Charlie Pfeifer to accept the minutes with this change was made and seconded by Vel Shreve. It was passed by acclamation.

Financial Report: Charlie presented December's Financial Report.

Senior Warden's Report: Linsey Shreve reported that The Rev. John Francis Maher III is licensed in Southern Virginia and will be here to officiate January 19th and February 23rd, 2025.

Junior Warden:

1. The inside of the doors in the church/admin offices need re-painting. Dan Smith has submitted a proposal to do this work and another proposal to repair the termite damage around the white double doors to the outside at the back of the church. This is on a temporary hold.
2. The janitorial contractor – Vanguard – will not have their contract renewed. A bid from the company Stratus was received and accepted by the Vestry. In the meantime, a Day School Aide (Courtney Walker) has expressed an interest in taking on this work. If we hire her partner (Cody) as a Sexton, they will fall under our Worker's Compensation Insurance. Debbie contacted Courtney about this, and she said that Cody has agreed to be hired as the Sexton using his social security number as an employee. An amount for this work will be submitted to Debbie Whitehorne by tomorrow, Monday, January 13, 2025.
3. The groundskeeper contractor will also need to be reviewed in April. This will, however, need to be handled by the new Junior Warden as Debbie Whitehorne's term is ending. Liz Kress will check to see if there are any firefighters who do this work on the side.

Old Business:

1. Charlie informed us that the application for the ERC (Employee Retention Credit) was still under consideration and would be until at least January 21st. At that time, the incoming president may squash any probability of receiving anything.
2. The electrical and overhead A-frame repairs outside the "Red Door" are on hold until funds may be available. The building grant from the Diocese will go towards this also.

Vestry Meeting Minutes continued

January 12, 2025

3. Judy asked for approval to purchase a smaller children's processional cross to help younger children get used to Acolyte duties. In the previous conversation concerning this (November 2024) Charlie stated that he would first like to see if the church's processional cross really would be too heavy for a 9–10-year-old to carry and if it was, the Pfeifer Memorial Fund would approve the purchase of this lighter cross. Therefore, without this trial, the new cross was not ordered. However, at this meeting the approval without conditions was made and accepted by the Vestry. Laura will order this cross at a cost of approximately \$225.00 to be paid for by The Pfeifer Memorial Fund.

New Business:

1. Church Insurance – Every few years, Church Insurance of Vermont inspects churches that they cover. We are going to be inspected this year on January 22, 2025. Charlie and any others that are interested can meet at the church and go on the inspection.
2. Active Assailant Insurance – Will be added to the Liability Insurance Policy and will not increase the policy costs.
3. Delegates to Council – Kimberly Truxell made a motion to have Bruce and Nancy Comfort be our Delegates to the Diocese. Charlie Pfeifer seconded this motion. All members of the Vestry approved this motion, and it will be noted in these minutes and all forms and fees will be submitted to the Diocese.
4. Mail from St. Paul's College renewal was forwarded to the Vestry. They are asking for funds to rebuild this college. Currently, we are unable to allocate any funds to this worthy project.
5. Charlie officially told the Vestry that he felt he needed to remove himself from the position of Bookkeeper/Treasurer hopefully within the year. Kimberly Truxell stated that we need to put an advertisement out for this position and when this person is hired, she would learn the system alongside them for back-up purposes. A job description, salary information and an advertising notice will need to be drafted by someone, forwarded to Laura, and then it will be placed in the Diocesan newsletter.

Thank you to all members who are “going off” this year especially Debbie Whitehorne and everything she accomplished as Jr. Warden! And Charlie Pfeifer, although he will still be attending to submit the Financial Report until a replacement is found!

“Well done, good and faithful servant!” (Matthew 25:21)

The next Vestry meeting will be on February 9, 2025, following the 10:00 A.M. service.

There being no further business, the meeting was closed with the Lord's Prayer and then adjourned.

Respectfully submitted,

Laura Kallestad

Registrar