

**St. Paul's Episcopal Church**  
**Vestry Minutes**  
15 April 2026

**Members:**

+Pastor Jean Vargo	+Cheryl Strine
+Chris Brandt, Sr. Warden	+Kathleen Walters
+Bob Neben, Treasurer	+Diane Labrie
+Jill Davis	+Steve Ireland
+Cathy Fain	+Sam Davis, Guest

+ In attendance - Absent

**I. Call to order/opening prayer**

Pastor Jean called the meeting to order at 6:05 pm. Silent meditation to open.

**II. Review/Comment of March 2026 Minutes**

The March meeting did not yet have a secretary so Jill took meeting notes. Sue had some edits for finance that were applied. *Steve moved to accept the March notes as official minutes, Chris seconded. Motion carried.*

**III. Committees Reports –**

**a. Properties:** Sam Davis, Committee Chair

Sam presented that there are 7 or 8 recitals/events happening at the church between April and July that are for outside groups and suggests there is some type of structure we could implement to be good hosts and also protect the sanctuary space and church property.

- Chris suggests we should have some type of use agreement which would also include any guidance on liability.
- Sam will set up a small committee of people who will work on creating a use agreement and Jean suggested the committee check our insurance policy regarding liability insurance and further guidance.

- Vestry is in support of continuing these outreach events - important for community building, outreach, and being good neighbors.

Sam going to figure out how to get chiller water usage down

b. **Finance:** Bob Neben, Treasurer

Bob reported that an abbreviated audit is happening now and a full audit will happen whenever a new rector is installed.

This quarter - \$38,000 deficit, which is something that has happened before. The finance committee is watching closely.

There has been an AED device donation. Staff will need training on this and parishioners should also have training in case of a medical event on a Sunday. Bob is looking into the cost of training. Chris suggests the finance committee check with the fire department in Oakwood to see if there is a free training they can put on. Other people from the community can come to training too. Kathleen also mentioned that staff, vestry, and parishioners should know where fire extinguishers are located and Jean suggested that there is a tour of safety features around church next vestry meeting in May.

New red frontal for altar provided via a donation. The project went over the donated amount by \$700 and the finance committee suggested Vestry pay the remainder from the Sanctuary Fund. *Chris moved, Cheryl seconded - motion carried.*

c. **Communication:** Jill Davis, Committee Chair

On Saturday, April 11, the communications committee met and determined 3 goals:

1. Streamline and add graphic interest to the newsletter. This includes a new weekly deadline of Wednesday 12pm.
2. Update and improve engagement on the website.
3. Determine how to make the most of our social media presence (Facebook and Instagram).

Looking into getting banners to put on outside of the building for certain times of year, or as an ad for holiday services. Paul Sampson is talking to Oakwood about whether or not we can do it.

d. **Worship:** Diane Labrie, Committee Chair

Working on getting the committee together - Jean, Dana, Randy, and Cara. Will send out notes from the meeting when it happens.

e. **Transition:** Jean presented

Jean put in the newsletter this week about where we are in the transition process. It is a fluid process, kairos not chronos. How does each step in the process lead to our sustainability? How do we redefine things that reflect who we are as St. Pauls now?

3 month goals will be sent to the congregation. Small groups will be formed to work on the 3 month, 6 month, and 9 month goals.

The next meeting on the transition process will take place at 2pm on Sunday, April 19 at St. Mark's.

**IV. Other Business:**

- Vestry Retreat
  - Date and Location TBD
  
- Vestry vacancies
  - Jr. Warden - Joe has resigned from vestry - Jr. Warden vacancy
  - Vestry is down two other members as well. Need to determine what we want to do going forward.
  
- Published Committee and Ministry Leads
  - Finalizing the information and will communicate when ready.
  
- Fire extinguisher tour during the May meeting

**V. Closing Prayer**

Prayer requests were taken and the body prayed.

**Meeting adjourned at 7:34pm**

**The next meeting will be 20 May 2026.**

Respectfully submitted,

Kathleen Walters, Secretary of the Vestry