*Historic Beckford Parish in the Episcopal Diocese of Virginia
www.shenandoahepiscopalians.org*

**St. Andrew’s Episcopal Church
5890 Main Street
Mt. Jackson, VA 22842
540-477-3335**

**Emmanuel Episcopal Church
122 East Court Street
Woodstock, VA
540-459-2720**

 **Emmanuel Episcopal Church**

 **Vestry Meeting Minutes**

 **January 8, 2024**

In attendance:

Katherine Morrison Mother Kathy Elizabeth Cottrell

Chris Hartmann Paula Everett Joy Bauserman

Tillie Kauffmann

1. Opening Prayer was offered by Mother Kathy at 6:36
2. The minutes of the December 2023 Vestry meeting were approved as submitted.
3. Rector’s Report – Mother Kathy advised that Bishop Gulick will be visiting on April 28. Easter is March 31 and an Easter Vigil was discussed. Average Sunday attendance increased by three/week in 2023. Christmas attendance was fantastic, 50 in attendance. 127% increase from 2022. Holy Week services. Maundy Thursday, March 28 at Saint Andrew’s last year – will there be necessary altar guild support for having it here. (Can transport towels and footwashing bowl from Saint Andrew’s

Good Friday, Noon at Saint Andrew’s. 7:00 p.m., Emmanuel.

Mother Kathy spent the afternoon with the Pences at the emergency room the day Dick fell. Mary Blue Catlett is in rehab at Winchester Rehab. Visited with her last Friday.

Potlucks continue to be very successful. 21 in attendance for the one between Christmas and New Year’s.

Wednesday book discussion group continues to go very well. It will resume at the end of January when Marian returns.

Mother Kathy will meet either as a group or individually with anyone wishing

to be confirmed and received in April. It is also an opportune time to formally reaffirm one’s baptismal vows with the bishop present.

Mother Kathy attended monthly clergy meeting with Bishop in December. Also attended the Dean’s meeting in December.

Mother Kathy continues to proof and edit the bulletins as necessary after our college student prepares them, then prints them and they are stuffed with the inserts by volunteers.

She also continues to create the weekly update on Mailchimp. It involves gathering important news and information and putting it together in a way that’s easy (I hope) for everyone to read. This generally includes a reflection of some kind.

She is working on the 2023 Parochial Report.

Emmanuel Annual Meeting – January 28. Propose it be between services. Saint Andrew’s is going to do Morning Prayer that morning. We could have one service here at Emmanuel (9:30 or 10:00) and follow it with the Annual Meeting. Saint Andrew’s meeting is February 11. They are going to cover the supply fee for Marian Windel for Emmanuel so she is there for the 9:15 service and their annual meeting will follow. (They have always had to have their annual meeting later in the day).

Mother Kathy used three out of 14 continuing education days for last year and all vacation days for 2023.

The Lilly Grant requirements for sabbaticals have been published. The sabbatical will not occur until 2025 as that is when the funding is available for.

She will be using one of five Sunday vacation days on Sunday, February 4. Marian Windel will cover. She has a 14-day trip scheduled in September with Shenandoah

County Parks and Rec.

1. Senior Warden’s Report – Chris Hartmann emphasized our successful efforts in 2023 to be warm and welcoming through our potlucks, movie nights, special music and County Fair presence (“God, Family and Friends”). There will be a movie on January 13 and a soup and sandwich potluck on January 25. We are advertising a confirmation class in the Mountain Courier.
2. Junior Warden’s Report – Elizabeth Cottrell reported that after shopping at Lowe’s and not finding what we needed, she selected a GE refrigerator from Beidler’s when it was significantly discounted. It is six cubic feet larger than the biggest one at Lowe’s that would fit in our space. No need for an additional service contract.

She met the Beidler’s delivery team and received some basic instruction on operation.

Thanks to Chris Hartmann for having someone replace the lighting

outside the parish hall entrance for increased illumination and safety at night.

Trent Kingree recommended brick mason Raymond Wolford/Valley Masonry (highly endorsed by Wayne Clark). Ray came to look at it and gave us bids for three options below. She met him to see samples from Frederick

Block and Stone. Note that the existing brick in the steps consists of mismatched bricks and none of them match the brick on the wall of the church.

Three options:

1. Repointing of damaged joints, labor and materials – this would stabilize for

about a year: $1640

2. Cover existing steps with new antique brick, labor and materials: $6,570

3. Remove all existing brick and replace with new antique brick, labor and

materials: $8,340

Vestry endorsed option #3.

Elizabeth met Gene’s Plumbing to run water lines to new

refrigerator. She asked about water pressure and he said there was nothing we could do without replumbing the whole building – lines are ½” which is smaller than they would be today.

The plumber looked at this and we both agreed there is no sign of water damage, probably just brittle with age. She will try to find replacement panels and if it’s reasonable, she’ll buy several so we’ll have some extras.

New Sexton Laura Baker is very conscientious – she came in Friday to beat the storm but usually she cleans on Saturdays.

UNRESOLVED/UNFINISHED

o The Peter Lee grant report needs to be in by May

1 (1 year from receipt of funds)? Our proposal only included

refrigerator/plumbing, signage in front of church (and we’ll include lighting). If

we haven’t spent the whole $5,000, we can buy signs for the north and south

end of town and repair/replacement of the other sign. Trying to

contact Daniel Burner about the other sign (since he painted it originally).

o Other signs to put out for special occasions?

1. Treasurer’s Report – Joy Bauserman reported that December income was $18,721 and expense $17,873. Year to date income was $151,781 (including $10,000 from investments) and expenses $148,362. As of 12/31/23 we had $25,959 in checking, $596,172 in Trustees of the Fund and $76,136 in other investments. We need someone to order or purchase cleaning, kitchen and office supplies using our sales tax exemption. The Treasurer’s report was approved on motion by Elizabeth, seconded by Chris.
2. Old Business

Vestry retreat date scheduled for March 9 will need to be changed.

The deacon request is on hold.

On motion by Elizabeth, seconded by Katherine, the housing resolution for 2024 was approved with Mother Kathy abstaining.

1. New Business

Ash Wednesday services will be noon at St. Andrew’s, 7:00 p.m. at Emmanuel.

We may hold a Shrove Tuesday Pancake Supper at St. Andrew’s.

Elizabeth is thanking donors to Pantry, they also should receive an annual giving acknowledgement.

2024 Vestry will include Emily, Bill, Paula, Tillie, Elizabeth and Chris and the next meeting will be February 12.

Mother Kathy used the Pastor’s Discretionary Fund for staff Christmas bonuses, Joy will reimburse the Fund.

1. Adjournment after prayer at 7:45 p.m.

Minutes taken by Katherine Morrison, Register