**ST. TIMOTHY’S EPISCOPAL CHURCH**

**MINUTES OF THE VESTRY MEETING**

**October 24, 2023**

**Present:** Maria LaWalt (Senior Warden), Kristie Rudolph (Junior Warden), Carolyn Hamm, Betsy Bosworth, Tom Davis, Midori Yanagihara (virtually), Rick Wilson, Vilma Lemus, Charles Cowherd (Rector), Duane Hartge (Interim Treasurer), and Rose Berberich (Registrar).

The meeting opened at 7:05 p.m. with a prayer led by Charles.

**Consent Agenda:**

**Minutes**. The Minutes of the September 26, 2023 regular meeting and Minutes of the Executive Session of the same date having been reviewed and typographical errors noted,

**MOTION:** To approve the Minutes of the September 26, 2023 regular meeting and the Minutes of the Executive Session of the same date, as corrected.

Seconded and carried.

**Rector Emeritus Resolution**. Charles reported that after discussion with the Diocese some revisions were made to the resolution to recognize Brad Rundlett as Rector Emeritus and asked for approval of the revised resolution.

**MOTION:** To approve the revised resolution recognizing Brad Rundlett as Rector Emeritus of St. Timothy’s Episcopal Church.

Seconded and carried.

**Rector’s Report**. Charles reported as follows:

1. Associate Rector search: nothing to report;
2. Spanish Ministry: Vilma is working on *Dia de los Muertos* (Day of the Dead) event as part of the regular service on November 5;
3. Spanish Musician: Julio has asked for a pay increase. After discussion, the Vestry tabled the matter until Julio’s pay history with St. Timothy’s can be determined.

**Treasurer’s Report.** Duane presented the Treasurer’s Report as of September 2023. Income was at 67% of budget in September and expenses were at 95% of budget. Discussion. Duane stated that the Treasurer should be the point person for Deb Angerman (bookkeeper) and the Vestry concurred. The Vestry discussed the possibility of having an external audit, which would be expensive. No action was taken on this matter. The Trustee of the Funds was hacked and the Vestry briefly discussed whether St. Timothy’s should invest elsewhere. No decision was made. At a previous meeting, the Vestry discussed establishing a floor and ceiling for the Main Checking Account.

**MOTION:** To establish a ceiling of $100,000 and a floor of $50,000 for the Main Checking Account and to authorize the bookkeeper to put any excess into the ICS Sweep, under amount to be transferred back.

Seconded and carried.

**MOTION:** To approve the Treasurer’s Report as of September 2023.

Seconded and carried.

**Rector’s Report (continued):** Charles further reported as follows:

1. The Town of Herndon has approved the new sign;
2. He reported briefly on Christian Formation and attendance;
3. The Stewardship Campaign has resulted so far in receipt of 53 pledges (8 of which are new) totaling $257,000.

**Wardens’ Report:** Maria and Kristie reminded the Vestry Liaisons of their responsibility to assure that funds are available in the budget before approving vouchers.

There being no further business, the meeting adjourned at 8:50 p.m.