**ST. TIMOTHY’S EPISCOPAL CHURCH**

**MINUTES OF THE VESTRY MEETING**

**December 19, 2023**

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

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

**Consent Agenda:**

**Minutes**. The Minutes of the November 28, 2023 regular meeting having been reviewed,

 **MOTION:** To approve the Minutes of the November 28, 2023 regular meeting.

 Seconded and carried.

**Treasurer’s Report:** Duane presented the Treasurer’s Report for the period ended November 2023, which shows that income is at 102% of budget for the period. The General Fund needed to be adjusted to correct posting errors. Collections for December are on track to meet budget so far. After discussion,

 **MOTION:** To approve the Treasurer’s Report as presented.

 Seconded and carried.

**Trustee of the Funds Authorization Form**: Duane reported that the Trustee of the Funds requires appointment of an Authorized Contact to authorize all transactions with the Trustee of the Funds, and Duane recommends Deke Smith if Deke is willing to serve as such. After discussion,

 **MOTION:** To appoint one of the Trustees (Tom McLenigan, Deke Smith or Keith Sinclair) as St. Timothy’s Authorized Contact for the Trustee of the Funds.

 Seconded and carried.

**Authorization to Pay Certain Expenses**: Duane presented a document entitled “St. Timothy’s Regular Contractual Bills as of 12/14/23” (attached hereto as Exhibit A). By e-mail on May 23, 2022 the Vestry authorized the bookkeeper to make certain recurring payments up to certain amounts without first obtaining an approved voucher. At the regular Vestry meeting on January 24, 2023 this authorization was extended through CY2023. After discussion,

 **MOTION:** To extend through CY2024 the authorization of the bookkeeper to make the recurring payments as set forth in the document entitled “St. Timothy’s Regular Contractual Bills as of 12/14/23” (Exhibit A attached) without first obtaining an approved voucher.

 Seconded and carried.

At 7:35 p.m. the Vestry convened in Executive Session and Charles left the meeting.

At 7:50 p.m., the Vestry reconvened the Regular Meeting and Charles returned.

**Rector Emeritus**: Charles reported that he has notified Cele Rundlett about the resolution passed at Convention to recognize Brad Rundlett as Rector Emeritus of St. Timothy’s Episcopal Church.

**Stewardship Campaign**: Charles reported on the receipt of annual pledges to date.

**Associate Rector Search**: Charles reported that a promising candidate has been found but has not yet been hired and will visit St. Timothy’s on January 13 and January 14. Discussion.

**Spanish Musician**: Charles reported on his discussion with Julio about the change to his compensation.

**Campus Improvements**: Charles reported.

**2024 Budget**: The Vestry reviewed and discussed the proposed 2024 Budget. There was discussion about whether to include the proposed Associate Rector compensation in the budget at this time, adjustments to income, the Spanish supply priest expense and other line items.

 **MOTION:** To approve the 2024 Budget after removal of the projected compensation for an Associate Rector and income and expense line item adjustments as discussed, resulting in a budget surplus of $12,589.

 Seconded and carried.

**Vestry Nominations**: Maria reported on the status of recruiting candidates for the next Vestry.

There being no further business, the meeting adjourned at 9:15 p.m.

**EXHIBIT A**