

Church of the Holy Cross
40700 W. Ten Mile Rd., Novi, MI 48375
Vestry Meeting Minutes – via Zoom
May 15th, 2024

6:05pm Senior Warden Tryn Hinkle called the meeting to order.

Present: Ed Happ, Tryn Hinkle, Gael Grossman, Pam Janson, Bruce Hinkle, Karen Wang, Tim Lovelace, Chris Jamieson

Absent: Rev. Ian Reed Twiss, Sherilyn Casiano, Jane Foote

- + Check-in and Opening Prayer — Tim Lovelace
- + Pam Janson made a motion to approve the meeting minutes of 4/17/24 with amendments, seconded by Tim Lovelace. A vote was held and the motion carried unanimously.
- + Karen Wang made a motion to approve the 5/15/24 meeting agenda as written, seconded by Pam Janson. A vote was held and the motion carried unanimously.

6:18 Reports/Decisions

- + Audit follow ups: Leon has requested progress on open audit items by June 1. List has 13 tasks, which all seem fairly complex. ****Action item: Bruce will meet with Leon for clarification on open items.****
- + Notes from Diocesan meeting Tim attended 3/13/24: meeting reviewed church events and ways to work more closely together; current status of diocese, strengths and weaknesses.
- + Pothole follow up: Work has been completed by 248 Potholes. Thank you, Gael!
- + Ed and Tim met to discuss church website. Consider comparing to other church websites, possibly hiring students to solve some of our website issues, looking into less expensive hosting service. Teri is the parish webmaster, and her input is necessary. Teri provided insight about our hosting service.
- + Karen proposed a 4 week introductory class on Biblical Greek. ****Action item: Karen will discuss scheduling Biblical Greek with Teri and Ian.****
- + Rene Brennan and Sunday School would like to set up a youth garden (vegetables) on church property. Would also need to coordinate with A Growing Place. Garden is in the idea phase right now, no decisions have been made.
- + ****Action item: Gael needs to contact the bathroom contractor to recalibrate the toilets and fix the soap dispenser.****
- + Question: where do we stand now on gutters/soffit? Vestry has delayed repairs due to costs, but Bruce would like to clear the gutters. ****Action item: Gael will ask parishioners for leads on commercial contractors for gutters/soffit in May, then after school ends in June, Gael will request bids from contractors.****

6:43 Financial Report (March & April) – Bruce

- + Parish currently has about \$41,000 in available funds. We have spent a large portion of our sabbatical grant funds; all expenses are being itemized to submit to Lilley. Edward Jones investment accounts lost some money; Vestry is still concerned about fees on these accounts. On the profit and loss sheet, our year-to-date income is above budgeted amount, and expenses are mostly under budgeted amount. Net income in March was about +\$3,700, but in April it was -\$2,622. Financial report was accepted by acclamation.

- + Gael Grossman made a motion to reduce the annual parish apportionment to \$21,225.00 (paid in 12 monthly installments) seconded by Karen Wang. A vote was held and the motion carried unanimously.
- + ****Action item: Ed will investigate the account types at Edward Jones and gain a better understanding of the fee structure.****

7:05 Action Items from Last Meeting

- + Bruce will reach out to Richard Reed to find out what happened to the Holy Cross endowment. *In progress*
- + Tim and Ed will meet to discuss the church website. *In progress*
- + Tim will prepare notes for the Vestry from the diocesan meeting he attended in March 2024. *In progress*
- + Bruce will put something under the legs of the coat rack to eliminate rust stains on carpet. *In progress*
- + Bruce will email Audit list to Vestry *In progress*
- + Vestry members will complete open 2022 audit items before June 1, 2024. *In progress*
- + Pam will check with Diocese to see if replacement host box items are available. Pam has contacted Diocese, but items have not been delivered yet. *In progress*
- + Gael will contact the pothole contractor, and schedule the pothole repair. *Completed*
- + Bruce will bring Edward Jones statements to the next Vestry meeting so that Vestry can get a better understanding of fees and account types. *In progress*

7:18 Action Items going forward

- + Bruce will meet with Leon for clarification on open items for the 2022 audit.
- + Karen will discuss scheduling Biblical Greek with Teri and Ian.
- + Gael needs to contact the bathroom contractor to recalibrate the toilets and fix the soap dispenser.
- + Gael will ask parishioners for leads on commercial contractors for gutters/soffit in May, then after school ends in June, Gael will request bids from contractors.
- + Ed will investigate the account types at Edward Jones and gain a better understanding of the fee structure.

- + Next Meeting – June 19th, 6pm, in person at church
- + Next Prayer – Karen
- + Closing Prayer – Tim

- + Meeting adjourned at 7:26pm.