**St. Boniface Vestry Meeting Minutes**

**Tuesday, October 16, 2018**

Vestry Members Present: Rich Shemitis, Sarah Dwyer, Derick Dalhouse, Jeff Gattie, Roger Hajny, Debbie Hogate, Dave Purcell, Rob Mortensen, Bob Pasternak, Sean Coenen, Peder Berg and Fr. Kenny Miller

Parishioners Present: Ken and Kathy Jonas, Ruthie Shemitis, Mike Smith.

Motion to approve September 18 minutes made by Roger Hajny, seconded by Rich Shemitis. Motion passed.

**Open Vestry Positions**

In 2019, look for four individuals to complete three-year terms. In addition to the four coming off vestry, we also need someone to complete Kevin McGowan’s remaining term (two years). Sean C. coordinate the formation of a Nomination Committee.

**Cleaver Room Renovation**

Speaking on behalf of the Cleaver Room Renovation Committee, Rich Shemitis walked through a proposal for vestry consideration. Clarifying questions followed. Committee to return in November with more details (pricing and vision). Vestry thanked the committee for their hard work.

**Pre-School Update**

An Open House took place on Sept. 15. Rich and Derick represented the vestry.

Due to our designation as a not-for-profit school, the vestry was required to approve a non-discrimination policy. The policy must appear on any materials used to recruit students. A request was made to add Religion to the list of non-discrimination factors. Motion to approve policy made by Derick D., seconded by Debbie H.

Fr. Kenny discussed the need for an additional teacher. A waiting list exists. Hiring an additional teacher will provide the school with more revenue as we’ll have more kids in the classroom. Target date for a new teacher is January 1.

Fr. Kenny will serve as Licensee and Administrator. Lori (current teacher) will serve as Director. A discussion about responsibilities of the church and individual vestry members ensued.

Derik D. and Fr. Kenny to coordinate CPR/AED training. Target date is Nov. 13.

**Buildings & Grounds**

New door locks and camera being installed.

**Treasurer’s Report**

Financial statements were reviewed. On budget through 3rd quarter. Anticipated deficit is $61k. Due to cash flow concerns, Josh requested the vestry take its first of two votes necessary to remove up to $40k from the Cleaver Fund as needed for cash flow. A motion was made to approve the financial reports and file for audit. Peder B. seconded. The motion passed unanimously.

2018 Audit – St. Boniface to serve as “test” church for new audit firm.

**Rector’s Report**

Creation of a Personnel Committee was discussed. Although Fr. Kenny provides oversight and management of all church employees, this committee could make recommendations for Fr. Kenny to consider.

Fr. Kenny confirmed St. Boniface was awarded a diocesan matching grant. To receive, the parish must raise $200k towards debt reduction. If the parish raises $200k, it will be awarded an additional $100k. The grant has three components:

* Outreach
* Finance/Stewardship
* Communication

All vestry members will serve on one or more components.

**Old Business**

No old business was discussed.

The vestry adjourned at 9:00 pm.

Respectfully submitted,

Rob Mortensen