

**St. John the Evangelist Episcopal Church**  
**Lockport, Illinois**  
**February 17, 2011**  
**Vestry Minutes**

Present: Robert Meehan, *Sr. Warden*, Alan Luzbatek, *Jr. Warden*, Susie Meehan, *Clerk*, Greg Messer (1), *Treasurer*, Jerry Jezuit(1), David Kapitanek(2), Tom Secor(1), John Schwab(3), Pastor Terri Heyduk

Regrets: Clark Davis(2), Beth Paulsen (2), Todd Sheetz(1), John Larson, *Diocesan Liaison*,  
Unexcused:

I. Reflections:

- A. The meeting of the vestry and the search committee opened with prayer led by Pastor Terri. The vestry business meeting began at 7:00.

II. Routine Business Items:

- A. There were no additions to the agenda.
- B. The minutes of the January 12, 2011 meeting were approved as read.  
The minutes of the January 31, 2011 Organizational meeting were approved as read.  
Report of the Clerk – Susie Meehan read a thank you note from Mark Kowalski for the financial support for his clinical pastoral education. She also read a thank you note from Bishop Montgomery for our annual meeting greetings; he had sent a check. Susie asked for any corrections to the annual meeting minutes which will be approved at the next annual meeting.
- C. Treasurer's Report – The report and operating balance sheet as well as all finance reports are attached. The narrative sums up the month of finance; Treasurer, Greg Messer had nothing to add. He restated that the shortfall for the month was due to the high snow removal bill and the quarterly payments to the clergy pension fund and the insurance premium. He pointed out the two new columns now in the balance sheet for comparisons to last year.
- D. Rector's Report – Pastor Terri thought the meeting with the search committee went well. The search committee is doing phenomenal work. The whole parish needs to be updated on the process so that there is understanding parish wide of the responsibility of the search committee and the reason for the time involved.
- E. Senior Warden Report – Bob Meehan reviewed that the committee got together to go over possible questions. He had sent out to the vestry a document with questions and is looking for feedback, and he sent a two page narrative on the building process and the movement forward also asking for feedback from the vestry. This narrative will go out in the March newsletter. He received positive feedback from the vestry members present. **The cost of the survey will be \$400 to \$1000. Jerry Jezuit made a motion to authorize Bob Meehan to contract with Holy Cow Consulting.** It is considered a search expense related to the profile so it will come out of general operating related to search. The motion was seconded and adopted.
- F. Junior Warden's Report – Now that the weather is clear, Allan Luzbetak reported that it is time to plan a work day. March 19 was set to be a work day and will be open to all parishioners. Allan will make up a list of things that need to be done. There was discussion of the water in the rectory.
- G. There were no standing Committee/Ministry Reports
- H. Ad Hoc Committee Reports

Diocesan Liaison – The Diocesan Council report is attached.

- I. **Tom Secor moved to accept the Committee Reports with any additions made as they were reviewed.** The motion was seconded and adopted.
- III. Unfinished Business
  - A. Web Page – Bob explained that he has sent the website work in to Go Daddy and it should be up and running in about three weeks. It will be up on a url so the vestry can look at it and make suggestions for changes. It won't be released until we approve it.
  - B. Report on Parish Building Meetings – About 40 people attended the two meetings combined.
  - C. Sacristy update – Greg Messer passed around the new floor plan of the sacristy to make the space more usable and to get hot and cold running water. Originally to get water and plumbing from the city would cost about \$30,000. So he showed a under sink system that might cost \$1300. The sound system will be moved to the back of the church into the first cabinet on the right. That project would require electricity to the cabinet and can be done any time. The renovation is scheduled for April 10 to 16.
- IV. New Business
  - A. The Vestry information sheet was presented for corrections and for division of responsibilities of the vestry members for the ministries of the parish.
  - B. Shrove Tuesday Pancake Supper - March 8 is Shrove Tuesday. The Pancake Supper will be from 5:00 to 7:30 pm. The Men's Club will sponsor the event. Todd Sheetz will not be available. John Schwab and Greg Messer volunteered to take care of arrangements and the men are encouraged to arrive at 4:00. Bob will contact Todd to find out what and how much to purchase. Last year about 60 people attended. Charges would be \$5.00 per person and children under 12 would be free.
  - C. The Lenten schedule will begin when the six children making their solemn communion in April will be presented at the end of the 10:30 service on Sunday March 6. Ash Wednesday will have two services. Wednesday evenings, we will do Stations of the Cross at 7:00. Holy week will be the same as last year with such things as the Good Friday community walk.
- V. Next Meeting  
The next meeting is scheduled for March 16 at 7:00 pm
- VI. The meeting was adjourned at 8:20 with the Lord's Prayer.

Susan F. Meehan, Clerk