

2023: Seth Graham, Secretary
2023: Rachel Morgan
2023: Linda Rector
2023:

2024: Jane Bachman
2024: Tim Haer, *Treasurer*
2024: Shauna Nefos-Webb
2024: Tariq Zaidi

2025: Fred Knickerbocker
2025: Shawna Knickerbocker
2025: Jeremy McLaughlin, *Senior Warden*
2025: Loretta Trayer

The May 16, 2023 vestry meeting of Emmanuel Episcopal Church was called to order by Fr. Tom Day at 5:03 p.m. with an opening prayer and devotion.

Members present: Seth Graham, Shawna Knickerbocker, Rachel Morgan, Linda Rector, Loretta Trayer, Shauna Nefos-Webb.
Staff members: Fr. Tom Day, Kristie McElheny.

Members absent: Jane Bachman, Tim Haer, Fred Knickerbocker, Jeremy McLaughlin, Tariq Zaidi

Motion made by Shawna Knickerbocker to approve the April 19, 2023 meeting minutes. Second provided by Shauna Nefos-Webb. Motion approved unanimously.

Treasurer's Report– No report.

Senior Warden's Report–No report.

Junior Warden's Report–No report.

Search Committee – Shauna Nefos-Webb

- Search committee met with Fr. Tom and began training for interviewing candidates. May 17 there will be a mock interview with another priest from the diocese. 17 letters and profiles were mailed to priests that the committee felt could be a good fit at Emmanuel. Shauna will follow up with those individuals within the next week.
- Fr. Tom added that it is customary when a new priest arrives for all current staff to submit a letter of resignation allowing the new priest to decide which staff they wish to keep.

Interim Rector's Report–Fr. Tom Day

- Provided the vestry with a handout about Core Values, Mission Statement, and Vision Statement and it is attached to the minutes.
- Discussed the April 2023 financials and they are attached to the minutes. Motion made by Rachel Morgan to accept the minutes. Second provided by Linda Rector. Motion approved unanimously.
- Kim and Tom Day hosted a newcomer's event at their home last week and had good attendance.
- Shawna Knickerbocker is organizing the Pentecost Celebration. The church will provide the main dish and parishioners are asked to bring side dishes.
- Parent's Night Out – June 3.
- Spring Convocation work day at Grace House on the Mountain on Saturday, June 3.
- Bristol Rhythm and Roots Reunion (September 8–September 10). This is a great outreach opportunity and work needs to begin now so Emmanuel has a presence during the event. Need a chair person.
- Rally Day will be September 17 or September 24 and plans need to begin now. Need a chair person.
- David Warren, CPA, P.C. has completed and submitted the 2022 parish audit. Motion made by Rachel Morgan to accept the 2022 audit as presented. Second provided by Shawna Knickerbocker. Motion approved unanimously.
- Canon Mark Furlow met with Fr. Tom, Kristie McElheny, Tim Haer, Fred Knickerbocker, and Ted Onks (outside accountant) on May 3. He has suggested that Emmanuel consider outsourcing all financials to Cornerstone Franciscan Ministries. A handout was provided and is attached to the minutes.
- There is still vacant vestry position and the Junior Warden position is still vacant. Vestry members request a Building and Grounds Committee be formed.
- Stephanie Yoder's last Sunday will be August 27. The vestry needs to decide what they are looking for in a new choir director/organist. Initially a contract person will be brought in for no longer than year before a permanent choir director/organist is hired.

New Business

- Shauna Nefos Webb and Michael Webb met with Connie from Appalachian Prison Book Project who provide books for the incarcerated. Shauna and Michael would like to have a book drive this summer.

Old Business

- The ADA compliant quote from Snyder Signs is \$3,500. Motion made by Rachel Morgan to move ahead with the signage project and allocate up to \$3,500. Second provided by Shawna Knickerbocker. Motion approved unanimously.
- Loretta Trayer provided an update on the Bell Tower project. John Rainero has brought BurWil Construction in to advise on structural issues. Heckford Artisan has removed all the wood from the tower and is using a special cement recommended by

John Rainero to replace any old or chipped cement. The next phase requires purchasing white oak that will cost approximately \$15,000. Burwil will shore up the left side where the old steps were and that will cost approximately \$900. Mold spores were discovered in the mechanical room and will be sprayed. To date, labor for the bell tower has been \$7,500 and materials are around \$2,300. Installation and staining of white oak panels with top molding and baseboard and repair of the steps are the final phases of the project. Refurbishing the old organ case for the live stream tech may be put on hold with Heckford Artisan due to the extra amount being spent on the bell tower. The bell tower doors and framing are in bad condition with evidence of decay. Heckford Aritsan can design and manufacture the doors when we are ready. Loretta spoke with Dennis Leonard from Leonard Roofing about oiling the bells and replacing the ropes and she is meeting with HVAC on Friday regarding ventilation for the tower. A rock mason said the tower needs to be pointed and will submit a quote.

Motion by Rachel Morgan to adjourn. Second provided by Shawna Knickerbocker. Fr Day offered a closing prayer and the meeting adjourned at 6:27 p.m.

CALENDAR OF EVENTS

Monday, May 29 Parish Office CLOSED for Memorial Day
 Saturday, June 3, 5:00 p.m. Holy Eucharist (Bledsoe Chapel)
 Tuesday, June 20, 5:00 p.m. Vestry
 Tuesday, July 4 Parish Office CLOSED for Independence Day
 Tuesday, July 18, 5:00 p.m. Vestry
 Tuesday, August 22, 5:00 p.m. Vestry
 Tuesday, September 19, 5:00 p.m. Vestry
 Monday, September 4 Parish Office CLOSED for Labor Day
 Tuesday, October 17, 5:00 p.m. Vestry
 Sunday, November 12, 9:30 a.m. Annual Parish Meeting
 Tuesday, November 21, 5:00 p.m. Vestry
 Wednesday November 22 through Friday, November 24 Parish Office CLOSED for Thanksgiving
 Tuesday, December 19, 5:00 p.m. Vestry
 Sunday, December 24, 5:00 p.m. and 10:30 p.m. Christmas Eve Services
 Friday, December 22 through Friday, December 29 Parish Office CLOSED for Christmas
 Monday, January 1, 2024 Parish Office CLOSED for New Years