

St John the Divine  
Vestry Minutes  
December 5, 2021

Attendees: Fr. Buterbaugh, Sandi McCann, Jim McCann, Phil Hein,  
Jessica Markham, Deanna Christman, Patricia Hoffman, Sharon Twist  
Absent: Becky Kroncke, Connie Herrick

The meeting was called to order at 10:09 AM in Healy Hall by Sandi McCann.  
Fr Matthew opened with a prayer and then led us in a Bible Study: Parable of the  
Good Samaritan.

Finance Report:

Sharon Twist reported. Finances are in good shape at this time. Sharon, Pat  
and Sandi will begin work on the 2022 budget shortly. A reminder to all that any  
budget items for 2022 should be given to one of the Finance Committee  
members.

Other finance business:

Organ repair is needed as there is an electrical problem. We have a  
temporary fix now but repair will cost \$1750.00. Sandi moved to approve the  
repair and associated cost and to take the money from the Capital Campaign  
Fund. Motion was seconded by Deanna. Motion carried.

Garbage Disposal replacement is needed. George and Deanna will purchase  
the disposal and take care of the installation. This action required no motion as  
there is no budget impact.

2022 Housing Resolution for Fr. Buterbaugh:

The following resolution was presented:

Whereas the Rev. Matthew L. Buterbaugh is employed as a minister of the  
Gospel of St John the Divine Episcopal Church, Burlington, WI, the vestry  
resolves that, of the total compensation to be paid to the Rev. Matthew L.  
Buterbaugh during the period of October 31, 2021 through December 31, 2021,  
that \$6,100.00 be designated as housing allowance within the meaning of that  
term as used in Section 107 of the IRS Code of 1986.

The resolution was accepted upon a motion from Sandi, seconded by Phil and an  
unanimous vote by Vestry.

Fr. Buterbaugh presented the following:

Inquirer's class will be offered beginning in January 2022 on Monday nights  
meeting the needs of those preparing for confirmation as well as those wishing to  
renew baptism vows or simply become more familiar with all things Episcopal.

Discernment process for Vestry and our Parish:

- December: Parish History
  - History by era of rectors
  - High Points/ low points
  - Ways the parish/vestry could have responded differently
- January: Visioning
  - What dreams do you have for SJD
  - What would need to be done to realize those dreams
- February: Annual Meeting
  - Budget approval
  - Elections of vestry and Wardens and delegates to Convention
- March: Visioning Continued
  - Focusing on Dreams
  - Setting Goals

Senior Warden: Stewardship letter will be going out shortly and January 9, 2022 is pledge Sunday.

Announcements: Annual Meeting February 13, 2022

Other business:

Art Show December 11, 2021-still need more treats.

Deanna wondering if we can find a way to have Communion wine if there is not a common cup. Fr Matthew will explore options. Deanna also suggested we send Christmas cards to those unable to attend services in person. Also she thought we should consider handing out something with our logo/service times to those who come to Trunk or Treat as we get many neighborhood children with their parents. It was decided we needed to do promotion at any event we hold at the church and to consider participating in the Christmas parade with some sort of outreach. Jessica will develop a 1/2 sheet flyer that we can use.

Sandi suggested we collect gift cards from the parish again this Christmas- local businesses that could be easily accessed by women at the TLC Shelter. Motion to this effect was made by Sharon, seconded by Phil and was approved by Vestry.

Moved to adjourn at 11:12 AM

Respectfully submitted,  
Pat Hoffman, Clerk