

St. Mark's Vestry Meeting: August 18, 2025

1. Opening Prayer: Rev. Camie Dewey called the meeting to order and led the group in a reflection.
2. Attendance: Rev. Camie Dewey, Helen Byrd, Jane Cassel, Clint Hernandez, Mike Jennings, Nancy Johnson, Donna Mathern, Peter Nicolaysen (via conference call), Ann Rochelle, Ginger Terry (via conference call), and Neil Zespy. Excused: Dustin Roberts. Treasurer: Tom Reese.
3. Approval of July 21, 2025 Minutes: Clint Hernandez moved and Donna Mathern seconded that the July 21, 2025 Minutes be amended to reflect that the date of the meeting was July 21, 2025, and that the spelling of Emily Sorensen's name was Sorensen, not Sorenson, and also moved to approve the amended minutes. The motion carried unanimously.
4. Treasurer's Report: The July 2025 Financial Report showed that operating income for the first seven months was slightly below the budget amount. Expenses are below the budgeted amount. The Hilltop National Bank account posted a net gain of \$14,000.00 for July. Ann Rochelle moved, and Nancy Johnson seconded that \$50,000.00 be transferred from the Hilltop National Bank investment account to the Pathfinder FCU checking account. The motion carried unanimously. Clint Hernandez moved, and Helen Byrd seconded the acceptance of the Treasurer's Report for July 2025. The motion carried unanimously.
5. Communications from the Congregation:
 - A. Sound System: Worship leaders serving on the altar advise that they cannot hear portions of the Sunday service. Similarly, members of the congregation have complained that they are having trouble hearing and that announcements and the processional are "choppy." Guest homilists have said that they cannot hear themselves. Camie stated that it is time to replace the sound system, and it makes sense to replace the camera system at the same time. Several Vestry members voiced support for that. Camie said a committee would be formed and suggested Eric Unruh, Kendyl Terry, and Kurt Gilbert be part of that committee. Through discussion, it was suggested that the Building Committee be consulted. Peter Nicolaysen and Clint Hernandez asked to be included. Bids would be sought, and it was guesstimated that the costs would be \$13,000.00. The possibility of funding through the Diocese Foundation was mentioned.
6. Ministry Updates:
 - A. Choir: Under the new leadership of Emily Sorensen, the choir has started rehearsals and will begin singing in September at Sunday services.
 - B. Worship Leaders: Kim McAtee has started shadowing on the altar to begin serving as a new Worship Leader.
 - C. Outreach Committee: On Sunday, August 24, 2025, the Outreach Committee will have its annual retreat.

7. Old Business

- A. Building Use Policy: The committee, comprised of Camie Dewey, Dustin Roberts, Jane Cassel, and Ann Rochelle have met and are circulating three draft documents regarding the use of the building: (1) An application. (2) Cleanup Checklist. and (3) Policy and Agreement. Additionally, they are reviewing the Alcohol Use Policy. They plan to meet again to revise those documents before the Vestry is asked to review them.
- B. New Doors: Travis Wade, Atlas Cabinet Shop, met with Gary George, Mike Ballard, Mark Mathern, and Donna Mathern. Wade has expressed interest in designing and installing a new front door. Wade provided a preliminary bid totaling \$35,120.00. Confirmation of the bid, scope of the work, and a timeline will now be pursued. Peter Nicolaysen, who had done an extensive investigation of this project, said that he was supportive of this plan. Helen Byrd said that the Daughters of the King would like to donate \$5,000.00 toward this project. Camie Dewey and Tom Reese advised that there is over \$10,000.00 in donations from the congregation already. As with the sound system, a suggestion was made to approach the Diocese Foundation for assistance with these doors. See attached "St. Mark's Front Door Project" which details the bid.

8. New Business:

A. Building Security:

- There is an issue with security when people are alone in the building. Jamie experienced an unsettling situation when a sometime attender of our services came in: he was either under influence/mentally unstable and took 2 hours of her time, became agitated when she looked at her phone or computer. Gary George happened to come in during this and stay around until he left. Members of Vestry also expressed concerns with the security of the building when people are here working alone. Rev. Camie would like to get additional security with cameras, and key fobs' that can be linked to the office and would also provide more security for the preschool. The Vestry agreed that this is a priority.
- Action: Camie is going to call Sound Cellular who did our early door security work to get a bid for additional security measures: 3 new cameras for doors where it is difficult to see people and additional fobs that can be programmed to open and lock the building when office staff are not present, but the preschool is present. She will get bids for the additional service for the vestry to consider.

B. FYI: Homeless Person

- We do have a person sleeping on the church grounds at night. He is keeping his items placed aside and keeping the area tidy. He uses the porta toilets across the street. A little bit of food and water has been purchased for him out of the

benevolent fund. As long as he is not causing damage to the church or its property, Rev. Camie is OK with him being there. This situation will likely change with the changing season.

C. Personnel Pay

- With the addition of a choir director who has a college degree in music and an organist who has a Doctorate in Music and is a well-known musician in Casper and throughout the Rocky Mountain region, we will have to look at increasing pay for these two individuals.
 - Dr. Unruh: currently makes \$16,000 (we also use what we would have paid David Wold for Eric to accompany the choir). Proposed increase to \$21,500.
 - Emily: currently makes \$650 per month. Proposed increase to \$800 per month.
- Cost of Living increases for Jamie and Krista: proposed \$.50 per hour.
- Mike Jennings asked that the treasurer (Tom) get some figures for this and he will when we develop our 2026 budget.

9. Rector's Report:

- Question asked about the decision with Kathy Robinson. Kathy is going to step away from working with the preschool. She has travel and other plans for this year and is agreeable that the change to having preschool chapel will be beneficial. Rev. Camie will be conducting the preschool chapel in the sanctuary.

10. Wardens' Reports:

- Junior Warden:
 - **Building Committee:**
 1. Gary got the windows installed in the preschool and painted.
 2. The committee will do a walk around the building to set new goals- look at rooms upstairs for wiring and other issues in October. Gary will be gone much of September.
 3. Rock area on the sidewalk by the preschool- would like to remove the rocks, cleared and cleaned out prior to the fall- if anyone knows any teens who might like to do that work for a bit of cash, please let Gary know.
 4. Tree trimming on 7th St.- Dick Wimbish and Gary George are going to trim the Mountain Ash- berries currently hanging down make walking on the sidewalk difficult.
 - **Preschool Update:**

1. All classes are full and have wait lists- tuition went up to address increased salaries
2. Windows on the north side in the preschool have been installed and painted.
3. The installation of the new ceiling in the preschool is complete- updated also with new lights and heat!
4. Connie Norwood is getting bids for new tile for the bathroom- stay tuned.
5. The remodel cost more than they planned for, so they will be putting in an application to the St. Mark's Foundation. This will help tide over day-to-day operations until tuition payments start.
6. Mandy and her husband, Ricky, put in a new sandbox and will add a few new small features to the playground. This will use remaining grant money from last year.
7. The teachers will host coffee hour after church on September 7th. This will give the church an opportunity to see the new remodeled spaces. They are also accepting donations to offset the loss which occurred from fraud.
8. Going to do a beef package fundraiser for the fall. The meat package has been donated.

11. Any Other Business:

12. Adjournment: Clint Hernandez moved, and Helen Byrd seconded that the meeting be adjourned. The motion carried unanimously. The meeting adjourned at 7:22PM.

13. Next Meeting: The next Vestry Meeting is September 15, 2025, at 6:00 PM.

_____: Senior Warden Dated: _____, 2025.

_____: Clerk Dated: _____, 2025