

ST. LUKE'S EPISCOPAL CHURCH, ATASCADERO, CA
"A LIGHT TO THE COMMUNITY DRAWING ALL PEOPLE TO CHRIST"
VESTRY AGENDA -- HYBRID ZOOM MEETING
July 12, 2026 - 10:00 AM

10:00 AM:	Opening Prayer	Ferree
10:02 AM:	Adoption of Agenda	Hansen
10:05 AM:	Adoption of Minutes <u>of June 14, 2026</u>	Hansen
10:08 AM	Reaffirmation of Vestry Covenant	Hansen

As a member of the Vestry of the Whole, I commit to the following:

- Fulfill my obligation as a fiduciary on behalf of St. Luke's.
- Attend monthly Vestry of the Whole meetings.
- Be prepared on the issues.
- Listen attentively.
- Practice patience.
- Be respectful, kind, and considerate to others.
- Stay on topic.
- Speak to the issue, not the person.
- Do not interrupt or speak over someone else.
- Refrain from side conversations during Vestry meetings.
- Refrain from committee work.
- Seek consensus on all actions.
- Support Vestry decisions.

10:10 AM	Sr. Warden Update	Ferree
10:15 AM	Jr. Warden Update	Holley
10:20 AM:	Information/Consent	Hansen
	A. Office note on door	Ferree
	B. Office Volunteer	Hansen
	C. Office file cabinet purge	Brooks
	D. Other	
10:30 AM:	Old Business: None	
10:35 AM:	New Business: None	
10:45 AM:	Buildings & Grounds	Holley/Taber
10:50 AM:	Treasurer's Report	Brooks
10:55 AM:	Upcoming Events	All
10:57 AM:	One Word Meeting Summary	Hansen
11:00 AM:	Closing Prayer	Hansen

ST. LUKE'S EPISCOPAL CHURCH, ATASCADERO, CA
"A LIGHT TO THE COMMUNITY DRAWING ALL PEOPLE TO CHRIST"
Vestry of the Whole Minutes for June 14, 2026

Opening Prayer: 10:17 am, by Mike Ferree

Present: Mike Ferree, Sally Ferree, Alice Baker-Taber, Roger Taber, Leann Brooks, Kathy Hansen, Joe McJimsey, Betsy Blank, Mary Gruber, Ann Holley, Clio ?, Nick ?, Jeanne Owen, Jim ?, Betsy Blank, **On Zoom:** Chuck Burkhardt

Adoption of Agenda: Motion, Betsy Blank, Seconded, Leann Brooks. Adopted.

Adoption of Minutes: Motion, Leann Brooks; Seconded, Betsy Blank. Adopted.

Sr. Warden Report: Mike Ferree said the Executive Committee is trying to streamline some of the processes of doing business. For instance, Agenda items for the Vestry meeting need to be in by the first Sunday of the month; Executive/Finance meeting will be on the following Tuesday, at 9:30 am, followed by the book study or Caro's Bible study at 11:30 am.

Jr. Warden Report: Ann Holley reported she has been working on the employee handbook, which includes job descriptions and may be completed by the end of the month. Laura DeLoy's title has been changed to Music Director. St. Luke's may hire one more musician to play piano on the Sundays that Laura is not here

Information/Consent:

- A. Mary Gruber reported that there were about 58 people served at the picnic and several dinners were sent home. Everyone really enjoyed the music and the event was a success. There were two homeless people who came to the picnic and she isn't sure how they found out about it, but next year we need more advertising.
- B. Mike plans to hang quilts on the walls in the undercroft to reduce the noise, during events. If people would like to loan quilts, it will be on a rotational basis. Queen or king size is best.
- C. Since it was decided to continue St. Luke's farmer's market, the market needs farmers! As always, it will be a free will offering.

Old Business:

- A. There was much discussion on whether or not to have a Christmas Bazaar and who would run it. It was suggested to have a "honcho-less" leadership model with no person in charge and just volunteers, who sign up on a sign-up sheet, doing what they do. Then the responsibility of organizing won't fall on just one person. ***Betsy Blank will do a chart of needs for the Bazaar*, (Action reminder).** Members can then decide on what we will do.

New Business:

- A. It was stressed that a Purchase Order is needed for any purchase. The process needs to be explained.
- B. Since we don't have a rector, the Rector's Discretionary Fund needs a process on how to use it. The Executive committee needs the ability to get the funds directly.
- C. Stuff the Bus School Supply Project is sponsored by the United Way and a flier has been passed out. **A Motion was made to designate the month of July as "Stuff the Bus Month of Collection" with a blessing on August 9th. Motion, Kathy Hansen, Seconded, Jeannie Owen. Passed.**
- D. **A Motion was made to transfer \$900 from the Checking Endowment to the Diocesan Trust and Endowment. Motion, Jeannie Owen; Seconded, Janice Hickok. Passed.**

Treasurer's Report: Please see the written Financial Report for full details. Treasurer, Leann Brooks, gave a thorough accounting of St. Luke's finances and stated that \$8,357 was in checking, and that Fair Share for the Diocese is 8%.

Motion to approve the Financial Report, Betsy Blank, Seconded, Jeannie Owen, Motion passed with one abstention.

Upcoming Events: Stuff the Bus in July; Quilt Day-August. 8th from 9am-noon; Christmas Bazaar-Friday, December 1; Quilt loan deadline-June 28; Lunch Bunch-Third Tuesday of each month at 12:30.

Closing Prayer, Kathy Hansen at 11:30am.

Respectfully submitted,

Alice Baker-Taber, Clerk of the Vestry

St Lukes Episcopal Church of Atascadero

Balance Sheet
As of Jun 30, 2026

	Total
Assets	
Current Assets	
Bank Accounts	
CHECKING	0.00
1 OPERATING	
100 B General Operating	4,973.54
200 Restricted/Designated Operating	2,389.90
Total for 1 OPERATING	7,363.44
2 NON-OPERATING	
400-10 B Vestry Designated Non-Op	1,064.31
400-20 Donor Restricted Non-Op	
Bishops Discretionary	0.00
Capital Checking	642.59
Endowment	900.00
Food Bank / L&F	11.00
Health Ministry	130.05
Hospitality	565.99
Landscaping	250.13
Other Outreach	603.00
Rector's Discretionary	3,535.89
Undesignated Memorial	421.91
Youth Group - Restricted	250.00
Total for 400-20 Donor Restricted Non-Op	7,310.56
Total for 2 NON-OPERATING	8,374.87
Total for CHECKING	15,738.31
MONEY MARKET	
General Operating MM	20,409.92
Operating Reserve MM	1,596.64
Total for MONEY MARKET	22,006.56
Total for Bank Accounts	37,744.87
Other Current Assets	102,901.14
Total for Current Assets	140,646.01
Total for Assets	140,646.01
Liabilities and Equity	140,646.01

St Lukes Episcopal Church of Atascadero

Profit and Loss

May 2026

	TOTAL	
	May 2026	Jan 1 - May 31 2026 (YTD)
Revenue		
Non-Operating Income		
Fundraising		
Plant/yard/bake Sale Fundraiser		
Plant/yard/bake Sale Income	85.00	2,006.00
Total for Plant/yard/bake Sale Fundraiser	85.00	2,006.00
Total for Fundraising	85.00	2,006.00
Total for Non-Operating Income	85.00	2,006.00
Operating Revenues		
03 Regular Support		
03-1 Pledge and Regular giving	6,360.00	24,155.00
03-2 Plate	389.00	1,739.04
03-5 Other Unrestricted Gifts		
Other Organization Donation	925.00	1,775.00
Easter		428.00
Total for 03-5 Other Unrestricted Gifts	925.00	2,203.00
Total for 03 Regular Support	7,674.00	28,097.04
Total for Operating Revenues	7,674.00	28,097.04
Services		50.00
Total for Revenue	7,759.00	30,153.04
Cost of Goods Sold		
Gross Profit	7,759.00	30,153.04
Expenditures		
Operating Expense		
12 Fair Share	550.00	2,100.00

St Lukes Episcopal Church of Atascadero

Profit and Loss

May 2026

	TOTAL	
	May 2026	Jan 1 - May 31 2026 (YTD)
14 All Other Operating Exp		
Administrative		0.00
Copier Expense	162.04	1,062.11
Telephone & Internet	263.11	1,308.10
Office Supplies		132.54
Total for Administrative	425.15	2,502.75
Facility		
Building Maintenance	145.70	1,228.29
Technology	25.20	400.69
Utilities	401.05	1,634.37
Insurance		2,105.00
Property Tax		454.39
Total for Facility	571.95	5,822.74
Personnel Expenses		
Staff		
Custodial Wages	250.00	1,125.00
Musician Wages	697.50	1,240.00
Office Administrator Wages	820.00	4,366.50
Staff PR Processing	57.30	242.70
Staff PR Taxes (SS & Medicare)	135.23	515.00
Total for Staff	1,960.03	7,489.20
Clergy		573.50
Worker's Comp		153.26
Total for Personnel Expenses	1,960.03	8,215.96
Program		
Christian Formation	260.00	390.00
Worship Service Expense	124.63	124.63
Supply Clergy Compensation	1,073.70	5,656.98
Music		474.00
Total for Worship Service Expense	1,198.33	6,255.61
Total for Program	1,458.33	6,645.61
Total for 14 All Other Operating Exp	4,415.46	23,187.06
Total for Operating Expense	4,965.46	25,287.06

St Lukes Episcopal Church of Atascadero

Profit and Loss

May 2026

	TOTAL	
	May 2026	Jan 1 - May 31 2026 (YTD)
66900 Reconciliation Discrepancies		0.00
Total for Expenditures	4,965.46	25,287.06
Net Operating Revenue	2,793.54	4,865.98
Other Revenue		
08 Capital & Major Gift Income	2,393.96	3,768.94
09 Additions to Investments		
Additions to Reserve Funds	0.11	0.11
Total for 09 Additions to Investments	0.11	0.11
11 Funds for Other Organizations		
Other Special Offering	100.00	402.00
Total for 11 Funds for Other Organizations	100.00	402.00
Non-Reporting Income		-1,849.74
Total for Other Revenue	2,494.07	2,321.31
Other Expenditures		
15 Capital & major gift Expense		5,195.00
16 Parish based miss & outr Exp		
Hospitality		86.98
Total for 16 Parish based miss & outr Exp		86.98
18 Transf to Other Organizations		
Other Special Offering Exp		350.00
Total for 18 Transf to Other Organizations		350.00
Non-Reporting Expenses		
Investment Expenses		203.49
Total for Non-Reporting Expenses		203.49
Total for Other Expenditures		5,835.47
Net Other Revenue	2,494.07	-3,514.16
Net Revenue	5,287.61	1,351.82