

SAINT TIMOTHY'S EPISCOPAL CHURCH VESTRY MEETING MINUTES
Sunday, February 4, 2024

SUMMARY:

MOTIONS:

- MOTION: Elect Teresa Rajaratnam as Senior Warden for 2024 – passed unanimously
- MOTION: Elect Karen Anderson as Jr Warden for 2024 – passed unanimously
- MOTION: Elect Dick Firth as Treasurer – passed unanimously
- MOTION: Elect Kris Manning as Vestry Clerk – passed unanimously
- MOTION: Change the authorized signatures on the several church accounts – checking, savings, and investment to delete the former Senior Warden add Teresa Rajaratnam (Senior Warden) – approved unanimously.

Attendees: Karen Anderson, Todd Bryant, Susan Geissler-O'Neil (NV), Dick Firth (NV), Liz Knape, Kris Manning, Taiwo Ojetayo, Teresa Rajaratnam, Cathy Wickboldt, Teresa Kim, Eric Parnell, and John Yow

(NV) = non-voting

1. Non-Recurring Action Items:

a. Election of the Senior Warden

MOTION: It was moved by Karen Anderson, seconded Liz Knape, and passed unanimously to elect Teresa Rajaratnam as Senior Warden for 2024.

b. Election of the Junior Warden

MOTION: It was moved by Teresa Rajaratnam, seconded by Teresa Kim, and passed unanimously to elect Karen Anderson as Junior Warden for 2024.

c. Election of the Treasurer

MOTION: It was moved by John Yow, seconded by Karen Anderson, and passed unanimously to elect Dick Firth as Treasurer for 2024.

d. Election of the Clerk

MOTION: It was moved by Liz Knape, seconded by Cathy Wickboldt, and passed unanimously to elect Kris Manning as Vestry Clerk for 2024.

e. Resolution for Signature Changes

Background:

1. Each year the Vestry passes resolution(s) identifying who can sign checks or other documents for the accounts we have at various financial institutions and who the institutions will take instructions from.

2. The Vestry members typically approve some combination of the Senior Warden, Junior Warden, Treasurer, and Clerk.

MOTION: It was moved, seconded, and passed unanimously to make the following changes to the signers of the several church financial accounts.

- a. Heritage Bank: access and check signing authority for all accounts for both St. Timothy's and Noah's Ark:
 - Remove the following: Charles Wills
 - Add the following: Teresa Rajaratnam
 - Continue with Kris Manning, Karen Anderson, and Richard Firth

- b. Charles Schwab: access, buy/sell stock and transfer funds to Heritage Bank
 - Remove the following: Charles Wills
 - Add the following: Teresa Rajaratnam
 - Continue with Richard Firth

- c. CPG – Church Pension Group:
 - Remove the following: Charles Wills
 - Add the following: Teresa Rajaratnam
 - Continue with Richard Firth

- d. Episcopal Church Foundation:
 - Remove the following: Charles Wills
 - Add the following: Teresa Rajaratnam
 - Continue with Richard Firth

- e. Smart Portfolio
 - Continue with Todd Bryant, Richard Firth

- f. Venmo
 - Remove Charles Wills
 - Continue with Parish Admin, Pledge Secretary, Bookkeeper for Venmo emails, and Richard Firth

- g. B of A credit card
 - Remove Richard Firth
 - Add Todd Bryant

- h. Heritage Bank credit card
 - Continue with Richard Firth

2. Discussion Items

- a. Vestry Retreat – Pastor Todd
 - The vestry retreat will be in Grace House on:

Friday, February 9, 2024 from 6:30 pm – 9:00 pm
Saturday, February 10, 2024, from 9:00 am to 12:00 pm

Submitted by Kris Manning, Vestry Clerk

The Rev. Todd Bryant (Rector)

Richard Firth (Treasurer)

Kristin Manning (Clerk)