

**St. John's Episcopal Church Vestry Meeting  
April 24, 2024 via Zoom**

Present: Jeff Bates, Pamela Brittain, Tom Brzeczek, Alice Burnham, Bill Cheney, David Dennehy, Rev. Roger Haenke, Alejandra Valdez-Beer, Lynn Young  
Absent: Diane Gustafson

Rev. Roger Haenke called the meeting to order at 6:00 p.m.

Appreciation was expressed for Tom Brzeczek's leadership of the Property Committee and the many hours he has spent on the roofing project, repairs to the damage caused by the fire in the walkway roof, securing of bids, and supervision of a multitude of projects.

Pamela Brittain moved and Jeff Bates seconded approval of the consent agenda (Vestry Minutes of February 2024, Rector's Monthly Operations Report for February and March, Outreach Committee reports for March and April, and the Property Committee report for March. The motion passed.

Treasurer Bob Dunn reviewed the Financial Statements (Vestry/Congregation Report. The documents are filed with these minutes in the Church Office.

**OLD BUSINESS**

Rev. Haenke indicated that of the goal of \$500,000, \$114,875 has been raised so far (23% of goal). Much work remains to be done.

The new roof is completed, except for the area with fire damage.

**NEW BUSINESS**

**Resolution 2024.0424.01**

The St. John's Property Committee recommends and offers a motion that the Vestry enter into a contract with DKS Construction to complete the fire damage repairs of the walkway in the courtyard. Lynn Young seconded the motion.

Discussion followed:

There were four bids for the repairs:

DKS Construction, Inc. - \$19,980 (construction) and \$5225 (electric)

Christian Brothers - \$27,300 (construction) and \$6440 (electric)

Jacor Construction - \$40,964 (construction) and \$5090 (electric)

Enterprise Coatings, Inc. - \$24,420 (construction) electrical was not included.

The Property Committee has eliminated Jacor Construction's bid because it is so much higher than the previous two, and Enterprise Coatings, Inc. because its bid does not

include the full scope of work required (electrical). That leaves DKS Construction and Christian Brothers. After a full review of these bids, the Property Committee recommends the church enter a contract with DKS Construction to complete the fire damage repairs.

The church filed a claim with Church Insurance Company of Vermont and has received \$21,242 for reconstruction and \$9,176 for electrical repair for a total of \$30,418 to repair the fire damage in the walkway.

Second part of Resolution 2024.0424.01:

Resolved that St. John's Property Committee will work with other vendors to complete additional fire related repairs as follows:

Security Company to rewire one of the security cameras (Silverstrand - quote \$757.68)  
Repair magnetic front doors to the entry breezeway. The doors were damaged when the fire department had to pry them open, and now they work only intermittently. (Silverstrand – quote \$930)

Walkway bench – 6 ft bench plus shipping (\$783)

One transformer (\$190) plus two low voltage recess light fixtures (approximately \$240, for a total of \$430).

The motion passed and the resolution was adopted.

(See amendment at the end of these minutes that will modify the award regarding the camera and cables).

### **Resolution 2024.0424.02**

In January 2024, St. John's contracted with San Diego Roofing to replace the roof on the church, Nale Hall, Walkway and Graves Pavilion. As a result of the roof construction, some gutters and gutter guards were damaged or are missing. In addition, during demolition and hauling away of debris, a section of landscaping on Kearny Street was damaged. A close reading of the San Diego Roofing contract indicates they are not to be held responsible for any gutter or lawn damage as a result of the roofing construction.

Quotes have been obtained to repair the resulting damages:

Wooley's Gutter Expert quote to replace damaged and missing gutters and gutter guards and correct the drainage slope of the gutters is \$5,800.

John Farle Landscape quote to repair lawn, plant beds and irrigation line is \$3,650.

On motion by Alex Valdez-Ber, seconded by Jeff Bates:

**Resolved,** St. John's will contract with Wooley's Gutter Expert to replace all damaged and missing gutters and gutter guards and correct and improve proper drainage of water away from buildings and ensure downspouts are draining properly to the street.

**Resolved,** St. John's will contract with John Farle Landscape to repair the damage to the lawn, plants and irrigation lines.

**Resolved,** because these additional expenses were a result of the roof replacement, St. John's will pay for these two repairs out of the Capital Campaign. A part of the Capital Campaign was intended to cover the cost of replacing the roof on the Church, Nale Hall, Walkway, and Graves Pavilion. These costs were incurred as a result of the roof replacement.

The motion carried and Resolution 2024.0424.02 was approved.

The next item for discussion on the agenda was St. John's Vestry meetings – should they continue to be Zoom meetings or return to in-person meetings. If a return to in-person meetings, what day and time would be best. David Dennehy moved that the Vestry meetings return to in-person meetings on the fourth Sunday of each month from 10:30-11:30 a.m. beginning in June 2024. Seconded by Alice Burnham. A discussion ensued until there was a call for the vote. The motion passed with one abstention.

St. John's Vestry Retreat will be held on Saturday, May 18, 2024, beginning at 9:00 a.m. the Reverend Canon Gwynn Lynch will discuss leadership and governance, and the Vestry will explore an emerging community, young adult group.

David Dennehy offered a closing prayer and the meeting was adjourned at 7:15 p.m.

Recorded by: Lynn Young

On behalf of:

Diane Gustafson, Clerk

## **Amendment to the Vestry meeting minutes of April 24, 2024**

Regarding Resolution 2024.0424.01

**Resolved**, the St. John's Property Committee will work with other vendors to complete additional fire related repairs and expenses.

Reverend Roger Haenke spoke further with St. John's security system vendor, CVA, and realized that repairs to the security system were more involved than just rewiring one of the security cameras. CVA explained that their quote was based on replacing three cables, one for the security camera, one for the burglar alarm, and one for the fire alarm panel. All three cables were burned in the fire and all three must be replaced so that the burglar alarm and the fire alarm panel are in a secure and operating state. CVA quoted this work at \$2856.06.

This information was communicated to the Vestry in an e-mail dated 04/26/2024. This amendment, to Resolution 2024.0424.01, to award the contract for repair of the security system to CVA in the amount of \$2,856.06, was unanimously approved electronically by the Vestry on April 26, 2024.

Recorded by Lynn Young

On behalf of

Diane Gustafson, Clerk