

Minutes of the Vestry of St. John's Church, Larchmont, NY
June 7, 2025

The vestry held its regular meeting in person at the Rectory, as part of its mid-year retreat. The membership constituted a quorum, as follows:

Rector: The Rev. Lisa Mason

Wardens: Pete Bennitt (Senior Warden) and Chris Plunkett (Junior Warden)

Vestry Members: Erin Constabile, Melany Gray, Dacey Hall, Christine Healey de Casanova, Ollie Maggard, Trish Patterson, Adrienne Skinner, Kurt Weisenfluh, Matt Wrzesniewsky and Sonny Wooten

Absent: Gus Harwood, Brooks Powlen

The Rev. Lisa Mason called the meeting to order at 5:40 PM, with prayer.

Minutes: *Upon motion duly made and seconded, the vestry approved the minutes from the May 22, 2025 vestry meeting, which had been distributed in advance.*

Vestry Vacancy: Vestry member Kurt Weisenfluh resigned as vestry member, having expressed his interest in serving as Treasurer. The Rev. Lisa Mason will explore potential candidates to fill the vacancy pursuant to Article III, section 3 of the By-laws.

Election of treasurer: *Upon motion duly made and seconded, the Vestry voted to elect Kurt Weisenfluh to serve as Treasurer for one year or until a successor is elected and qualified.*

Treasurer to be a non-voting member of the Executive Committee: *Upon motion duly made and seconded, the vestry voted to permit Kurt Weisenfluh, who is Treasurer and not a vestry member, to serve on the Executive Committee as a non-voting member.*

Waiver of Surety Bond Requirement: *Upon motion duly made and seconded, the vestry voted to waive the Surety Bond Requirement (By-Laws Article IV, Section 8) that the Treasurer post a bond for the faithful performance of his duties.*

Designation of Authorized Signatories for Operating Accounts: *Upon motion duly made and seconded, the vestry voted to designate Kurt Weisenfluh (Treasurer) and David Ingram (Assistant Treasurer) as authorized signatories for all St. John's Church bank operating accounts, including accounts for St. John's Nursery School, but excluding the ECW-related accounts.*

Authority of Assistant Treasurer: *Upon motion duly made and seconded, the vestry voted that Assistant Treasurer David Ingram is to have the same authority with regard to all St. John's accounts as does Treasurer Kurt Weisenfluh.*

Designation of Authorized Signatories for the ECW: *Upon motion duly made and seconded, the vestry voted to designate Kurt Weisenfluh (Treasurer), Tiffany Andrade (ECW Treasurer) and Miriam Harwood (ECW President) as signatories for all ECW funds and to write checks pertaining thereto.*

Executive Authority over Summer Months: *Upon motion duly made and seconded, the vestry voted to delegate authority for decision-making from this meeting until the vestry's regular, September 16, 2025, meeting to the executive committee, on the understanding that all members of the vestry would be invited to any meetings at which a major decision will be made. Any member of the vestry may be authorized to serve as an alternate for purposes of achieving an executive committee quorum of three members. The vestry will be notified within 10 days of a decision being made; and all decisions will be submitted to the full vestry membership for its ratification at the next regular meeting in September.*

Treasurer's Report: Kurt Weisenfluh, acting in his previous role of Assistant Treasurer, circulated financial reports in advance of the meeting. At the meeting, as Treasurer, he reviewed those reports with the vestry. The numbers currently show a smaller operating deficit than previously projected due in part to a higher pledge forecast, a slight increase in the nursery school's contribution and utilities currently running slightly ahead of budget. In addition, maintenance costs are subdued.

Kurt reported that the asset allocation in the investment portfolio is unchanged. He also reviewed capital campaign pledges that have been paid to date, which are on track.

Junior Warden's Report: Chris Plunkett advised that preparations are underway to address renovations to the school bathrooms, which will need to be completed before school resumes in September.

Rector's Report:

Perimeter Fence around the Grove Avenue Lot: After extensive discussion and review of the fence line, the vestry addressed two issues relating to fencing the perimeter of the boundary.

Upon motion duly made and seconded, the vestry voted to authorize an additional \$4000 to Superior Fence for fencing the perimeter of the Grove Avenue Lot.

Upon motion duly made and seconded, the vestry voted that the fence between the Grove Avenue lot and the neighboring property should be erected on the boundary line.

Damages from malware incursion: Lisa reported on damages from the recent cyber incident and the vestry discussed plans to improve IT practices, including the addition of a second network with access limited to official church business.

Upon motion duly made and seconded, the vestry voted to pay \$5000 to an employee as compensation for personal losses incurred by that employee because of the recent cyber incident.

There being no further business, the meeting was adjourned at 7:08 PM and the vestry retreat resumed with a delicious dinner cooked by Lisa.

Respectfully submitted,

Melany Gray, Clerk

Approved by the vestry, September 16, 2025

Future Meetings:

September 16, 2025

October 21, 2025

November 18, 2025

December 16, 2025

January 20, 2026

January 25, 2026 (Annual Meeting)

Annual Retreat: February 6-8, 2026