

**St. John Episcopal Church  
Vestry Minutes  
August 24, 2025**

DRAFT

**Attending:** Fr. Adam Trambley, Barb Sudzina, Tracy Schliep (Sr. Warden), Heidi Marshall (Jr. Warden), Laura Peretic, Fr. Adam Trombley, Disk Steingrabe, Shane White, Angela Lindsay, Cynthia O'Connor (Secretary), Dick Steingrabe and Mark Perfillio (Treasurer). **Guest:** Amira McLean

**Opening Prayer:** Fr. Adam led the group in an opening prayer at 9:03 am.

**Review of Minutes:** The minutes were reviewed with a correction offered: 1) that Tracy's motion was that the financial report be "filed".

**Review of Financial Reports:** Fr. Adam distributed copies of the financials from June and July 2025 as well as year-to-date form. He confirmed that the endowment funds, combined, are up around \$100,000 this year.

- **Treasurer's Report:** Was based on the sheets distributed.

**Motion:** A motion was made by Tracy Schliep and seconded by Barb Sudzina that the Treasurer's Report be filed. The motion carried.

- **Parish Audit:** Fr. Adam requested help with a diocesan audit which is basically following a check list to make sure the church is in compliance. Heidi Marshall and Laura Peretic offered to conduct this audit.

**Building Updates:**

- **Elevator:** Discussion was held about the high cost of Otis Elevator Company servicing our elevator. Cynthia O'Connor offered to check with Handel & Sons Elevator Lift Company of Kent, Ohio, to see if they might be more affordable.
- **Roof:** A quote from Big River Roofing, was reviewed for application of an asphalt roof. They offer a 50-year warranty and will include roof installation and removal of all debris, permits and delivery of materials. Fr. Adam suggested that the money for this project be taken from the Betty Sakey endowment fund to cover the projected cost of \$52,500. After the cost of the

roof, there will still be approximately \$280,000 of funds in this endowment account.

**Motion:** Laura Peretic made a motion, seconded by Heidi Marshall, to take \$52,500 from the Betty Sakey endowment to pay for the roof over the lounge. The motion carried.

Barb Sudzina suggested that now might be the time to turn to the parish members for donations to this project. Fr. Adam thought we would not collect the whole amount needed, but he will go forward with an request for donations.

Laura Peretic expressed concern that there may be damage beneath the roof due to water pooling under the roof in need of repair.

**Motion:** A motion was made by Barb Sudzina, seconded by Mark Perfilio to go forward with the roof repair. The motion carried with one abstention. Tracy Schleip chose to abstain.

**Other:** Fr. Adam reported to the group that Mary Moro is now doing the newsletter. New hire, Vickie is doing a good job and learning the software program for the church finances, Realm.

Barb Sudzina reported that all previous issues with PNC bank have been resolved and that the church is now receiving monthly paper statements. She had a meeting with PNC officers and everything is now fine. She had checked with the Greenville Credit Union and feels that staying with PNC is in the church's best interest.

Jay McGee is now in Greenville Passavant Hospital. He had attended St John's for about 7 years. Unfortunately, his family is in New Jersey, so he has had very few visitors.

Fr Adam and Deacon Erin will alternate services at St. John's going forward to ensure we still have communion every week to the degree possible.. Fr. Jay, from Pittsburgh, has been called to a church in the outskirts of the city. Our new member Alex Nelson is currently in discernment for the priesthood. He is able to lead the service and he will be preaching once a month, mostly at New Castle, as will Vicki Barletta, mostly at St. John's. We had said we will evaluate the arrangement with New Castle after a year, which is November 1, and Fr. Adam will speak with Craig at the Diocese about moving forward with this..

Laura Peretic shared the fact that the upstairs kitchen has been cleaned and stocked with paper products. The dishwasher has not been run for a long time and is of concern. Fr. Adam suggested a repairperson be called for this. Tracy Schleip suggested purchasing a new dishwasher and then decided she will gift one to the church.

Laura also suggested that the Vestry support the upcoming church picnic with their attendance.

Updates on St. John's Academy: Amira McLean Associate Director of the St John Academy, stated that they are following the Zion Church program for enrollment. She also shared the following information,

- Teacher orientation is this week.
- September 2<sup>nd</sup> is the first day to receive students.
- 10 students are currently registered, ideally 20 students will enroll.
- 4 staff (including Amira) have been hired
- 2-3 staff are on site during the day
- Each family will be assigned time frame for their student
- Parents are responsible for bringing their student to the academy
- Youngest students accepted are aged 5

Laura asked if the program has reached out to the West Hill School specifically, due to its nearby location.

Barb brought up that the Episcopal Women's group has planned their baking for the holiday bake sale so as to not inconvenience the Academy.

**Adjournment:** There being no further business to discuss, the meeting with adjourned at 9:50

**Motion:** The motion for adjournment was made by Barb Sudzina, seconded by Fr. Adam.

Respectfully submitted,

Cynthia O'Connor, Scribe