ST. JOHN’S VESTRY AGENDA
TUESDAY, February 17, 2026
SMOOT CONFERENCE ROOM AND VIA ZOOM
6:45 p.m Fellowship :: 7:00 pm Meeting

Snacks, Drinks and Fellowship

Introduction

- Opening Prayer
- Community - Updates/Checking-in

Information

- Attendance-Tim Barwick
- Minutes of January 2026 Meeting
  *Approval of the minutes of the meetings of are submitted for review and*
  *are approved without a vote unless an objection is made or amendment is proposed before the meeting.*

- Missions and Outreach–Mary Martin
- Stewardship Report–Shelli Bushman
- Financial Report- Greg Stayin
  - 2026 Budget
- Property Management- Tim Barwick
- Associate Rector’s Report- Rev. Andrew Moore
- Rector’s Report- Rev. Josh Armstrong-Walters

New Business

- 2026 BUDGET [VOTE]

Old Business

Closing Prayer and Adjournment
*The meeting will adjourn with closing prayer without a vote unless an objection is made.*

NEXT VESTRY: Tuesday, March 24

Important Dates:

- February 18: Ash Wednesday
- March 14: Global Bistro
- March 29: Palm Sunday
- April 5: Easter Sunday

**ST. JOHN'S EPISCOPAL CHURCH VESTRY MEETING**

**TUESDAY, January 20, 2026 - 7:00PM**

**VIA ZOOM ONLY**

**ATTENDEES**

Vestry members participating included the Reverend Joshua Armstrong-Walters, Rector, and Chair, and:

- Osmar Abib
- John Brown (Absent)
- Shelli Bushman
- Lauren Chewning
- Jeff Cimbalo
- Katherine Haskell
- Margaret Kerfoot
- Sarah Lang
- Mary Martin
- Mike Murphy, Junior Warden
- Molly Nesline (Absent)
- Nancy Simon
- John Stacey
- Kevin Swanson, Senior Warden
- Kathleen Tregoning (Absent)

Also participating were:

- Rodney Page, Chancellor
- Greg Stayin, Treasurer
- Andrew Moore, Senior Associate Rector (Absent)
- Tim Barwick, Parish Administrator

**INTRODUCTION**

- Opening Prayer
- Minutes from November sent out late; will approve next time.

**REPORTS**

**<u>Fellowship Report</u>: (Katherine Haskell)**

People are starting to volunteer again; upcoming is the Pancake breakfast for Jazz Sunday. We would love for people to help with coffee - please let Katherine know.

Margaret thanked Katherine for all of the things she did over the holiday season.

***Follow Up:*** *Please volunteer to help with coffee for the pancake breakfast on Jazz Sunday (All).*

**<u>Missions and Outreach</u> (Mary Martin, Margaret Kerfoot)**

In November, we pivoted to support the SNAP cuts  with donations to 2nd Story and Home Stretch.  We are humbled by the generosity of the parishioners.

In December, a lot happened.

- Green sale early in the month.
- We were able to send $500 to support Second Story - great way to start Advent.
- Angel Christmas Tree in December was a huge success - could see a family activity.  Over 100 wrapped gifts were given to Home Stretch.
- Christmas Offering to support SHARE was $6000 - amazing.
- In addition, we supported FACETS - an organization that supports a shelter for homeless people; a number of churches get involved.  We partnered with St. Francis, and were able to support supplies for a week at the Hypothermia Shelter.  They were extremely appreciative - included branding in their newsletter.

Really busy December but very successful.

In January, we had activities on MLK day - 10 volunteers at SHARE.  We relocated the school supply closet from basement to attic; lots of labor.  SHARE continues to be a great partner for us.

Blessing bags have not taken off as quickly as we hoped so we are retooling this.

On Sunday, we have our interest meeting for the Dominican Republic.  For our main DR point of contact - his mother passed away and we were able to support the funeral costs.  Question - do we help pay for travel expenses for DR?  We have historically been able to give the Youth a stipend/reduced amount.

Our Global Bistro is in March, on March 14th - supporting Doctors without Borders.  Americana is the theme.

**Treasurer's Report (Greg Stayin)**

See Vestry Packet.

Our later surge in miscellaneous expenses was not enough to overcome the deficit that we had been running all year.  We are trying to understand how we change assumptions so we can project better in 2026.

- Our Disocesan calculator was off.  Accountants mis-calculated and we underestimated our payments.
- We had estimated we'd collect some 2024 unpaid pledges and we did not.  We probably won't expect this going forward.
- Credit to Tim Barwick who hit property expenses.
- We need to be better about estimating admin and salary/professional - off more than we thought.
- Worship has also gone up as we are doing 2 extra services a month - extra printing, candles, etc.

We are really hoping that the pledges come in such that we don't have to make tough choices a month from now about 2026 expenses.  Need to see what pledge revenue comes in - 80% of revenue is pledges.  May need to take another draw off of the endowment.

Question - where does the endowment draw show up?  Miscellaneous income - around ~$40K this year.

Question - where would we pull back expenses if we had to? Scariest is COLA/salaries. Then music - what is within Karl's control. Then it gets down to candles / additional ideas.

We also do have some new revenue streams like Shears Hall rental. Also lots of generosity - just unfortunate that the revenue / expenses do not line up.

*Decision: The Vestry voted to approve the December 31st Financial Statements.*

**Stewardship Report: (Shelli Bushman)**

The Stewardship Committee has begun to contact people again. Meeting last week - had just hit the $1M mark. Right now we are $85-90k short of goal; hopefully this week we will see movement.

Average pledge is up - just over $6k. But only 164 pledgers which is 40 short of last year this time, and we really want to turn that trend around. We are doing everything we can. We've had great new pledges; folks increasing their pledges; committee working hard.

Question - what is the root cause of fewer pledges? We don't know. We are losing repeat pledges at the same rate as before (death, move away, etc); the issue is that there are not as many new pledges. Our hypothesis is that newcomers do not understand pledging - it feels like a "secret handshake" and it's hard to educate on it.

Rodney noted that a common theme among non-profits is fewer people donating but an increase in average. We should not assume we are immune from the overall decline in church attendance and church financial support. There is plenty of evidence that we cannot single-handedly reverse this trend.

Question - does this have anything to do with the tax law changing? We don't think so; people may adjust their pledges but not stop pledging.

**Property Report: (Tim Barwick)**

See Property Report in Vestry packet.

One item is missing - we received a notice of deficiency regarding stormwater management. We have been given a deadline to fix 3 areas of the property, all adjacent to the parking lot. They look like big depressions in the ground; we filed a plan in 2000 that committed us to maintaining them. We have solicited bids and chosen a contractor - Wheat's. Amount is $10.8K; to be completed in the Spring. The county deadline was in February; we think we will get an extension. If we do not comply, we will face fines so we have to do it.

The Smoot Conf Room has heat again; it broke and was fixed. Also, the water remediation project outside the Community Room is wrapping up.

Kevin Swanson (in partnership with Kathleen, Mike) shared an update on the PCA results. Shared his screen showing the DRAFT first report. Information shown is a distillation; a 255 page report was sent around. Not asking for decisions to be made, or money tonight. Next steps are that we will be evaluating this in light of other things we have planned and by May we will have a comprehensive plan that includes prioritization, timing and anticipated costs. There will obviously be updates before then as well.

Question - when our major units fail, do we repair or replace? Typically we replace but we do have a goal to keep things alive as long as possible.

This has been a long time coming; about 25 years since this sort of assessment has happened.  Compliments to the team.

*Decision: The Vestry voted to approve the Property report.*

**<u>Assistant Rector's Report</u> (Josh on behalf of Andrew Moore)**

Official vote was taken to approve Andrew's housing allowance – designation of 2026 of $28,350 for housing allowance.

Wednesday Bible Study: Strong response to Psalms for Normal People.  Wrapping up this month and then we'll begin looking at the Gospel of Matthew, this year's primary lectionary gospel.

Adult Forums: February 1st and 8th on the history of Black Episcopalians and the significant figures who are often overlooked.  Working on finalizing the forum schedule for the rest of the spring.

First offering of Supper Church last Sunday evening - 8 new people.  Nice balance to Choral Evensong.

Steady stream of newcomers - follow-up process going very well.  Thank you to those who have volunteered for Vestry Member of the Day.

Discussion of the February 7th concert - we will provide some free tickets to this to students .

*Decision: The Vestry voted to approve Andrew's housing allowance.*

**<u>Rector's Report</u>: (Josh Armstrong-Walters)**

December Events: The Rector's Luncheon was well attended.  Carols and Cocoa; Christmas Pageant; Lessons and Carols and Green Sale all went well.  Get lots of new faces coming in for Carols and Cocoa and Christmas Pageant.  Suggestion that we have more folks volunteer on Jazz Sunday.

Learnings from December: The Christmas Eve family service was shifted earlier; will shift it back next year.  4pm is always the largest service - 480 people.  The 8pm service was also well attended; many congregations are not doing the "midnight" service; glad we don't do it.  Christmas Day was healthy with 45 people; still a good thing to do.

We are now implementing our Spring Semester calendar.  Funeral for Frank Crahill this week on Saturday; expecting a larger crowd for this.

*Follow Up: Please volunteer to greet/welcome/etc. at Jazz Sunday.*

**CLOSING**

- Closing Prayer

**DECISIONS CONSOLIDATED**

1. Minutes for the November 18, 2025 Meeting were approved.
2. Approved the December Financial Report.
3. Approved Property Report
4. Approved Andrew's housing allowance.

**ITEMS REQUIRING ATTENTION / FOLLOW UPS CONSOLIDATED**

1. Please volunteer to help with coffee for the pancake breakfast on Jazz Sunday (All).
2. Please volunteer to greet/welcome/etc. at Jazz Sunday.

**DATES TO REMEMBER**

- **February 15th:** Jazz Sunday/Pancake Breakfast, Supper Church
- **February 17th:** February Vestry Meeting
- **February 18th:** Ash Wednesday
- **February 21st:** Young Adults' Olympic Watch Party
- **February 23rd:** Men in Faith Chili Cook Off
- **March 14th:** Global Bistro - Americana

**February 2026 Treasurer's Report**

January financials are not yet available, so this report focuses on the proposed 2026 operating budget.

The good news is that pledge revenue significantly exceeded our goal. As a result, we are able to fully fund our planned expenses and project a modest positive balance.

Below are the key highlights from both the revenue and expense sides of the budget.

**Revenue Budget Highlights**

Total income reflects an 8% increase over 2025.

Importantly, 100% of this increase is supported by pledges or commitments already made or collected, not speculative growth.

1. Miscellaneous Income
   □. Endowment Fidelity Disbursement
      - We are permitted to request up to 5% of the three-year rolling ending balance.
      - For 2026, we only need to request 3.5% to balance the budget.
      - Last year's disbursement was 4.51%, so moving into the mid-3% range reflects positive progress.
      - If additional pledges are received, we may be able to further reduce the disbursement during the year.

   □. Other Miscellaneous Income
      - Budgeted at the same level as 2025 actuals.
      - Non-tax-deductible gifts were not utilized last year and are planned for this year.
2. Non-Pledge Giving
   - We assumed the same levels of 2025
3. Operating Fund Income (Interest)
   - Interest income is now shown separately (previously included in Miscellaneous Income).
   - Assumes similar earnings to 2025, primarily from funds held at Vanguard and, to a lesser extent, sweep accounts.
   - We will continue balancing liquidity needs with maximizing interest income.
4. Pledges/Non-Pledge Commitments
   □. Prior Year Pledges

- In 2025, we budgeted additional collections beyond what had already been received.
- For 2026, we have budgeted only prior-year pledges that have already been collected following a focused collection effort.

⍰. Current Year Pledges

- We exceeded our stewardship goal of $1.15 million.
- Pledges received as of February 15, 2026 (close of the Stewardship Campaign) are included in the budget.

⍰. Non-Pledge Commitments

- In 2025, non-pledge commitments (e.g., charitable trusts) were coded within current-year pledges.
- For 2026, we have $8,000 in confirmed non-pledge commitments as of February 15, and those are included in the budget.

**Expense Budget Highlights**

Overall, total expenses increased approximately 4% compared to 2025 actual expenses.

1. Administration & Communication
    - Generally budgeted at 2025 levels.
    - Reduced office supplies due to unusually high one-time purchases in 2025.
    - Insurance increased approximately 9% based on trend.
2. Christian Education
    - Budgeted consistent with 2025 actuals.
3. Diocesan Support
    - This category reflects a decrease from 2025.
    - Canonical minimum is 10% of the three-year rolling average of plate offerings, pledge payments, and regular support.
    - In 2025, we paid based on the '22, '23, '24 average when we should have paid based on '21, '22, and '23.
    - After discussion with the Diocese, we will effectively pay the 2025 assessment in 2026 (since we paid the 2026 assessment in 2025).
    - This results in a $7,190 reduction compared to last year’s payment.
4. Fellowship Parish Life
    - Budgeted consistent with 2025, with a modest increase for Kickoff Sunday due to lower-than-normal costs last year.
5. Missions

- Maintained 2025 spending levels plus $5,000 that had been budgeted but unused in 2025.
- In 2025, designated funds were used for the DR mission trip; in 2026, we will properly utilize a portion of the operating mission budget as originally intended.

6. Operating Fund (Exp)
   - Budgeted consistent with 2025.
   - Includes unrealized gains/losses on donated stock between receipt and liquidation (which we attempt to do promptly).
7. Property
   - Grounds Care increased approximately 15% due to a necessary vendor change.
   - Building maintenance increased approximately 10%. Also added $20,000 toward a roof project.
   - Utilities (gas, electric, water) increased 5–10% based on trend.
   - Other stable maintenance costs (inspections, fire alarm maintenance, etc.) held flat.
8. Staff/Professional Services
   - Increased accounting costs
   - Provided cost-of-living adjustments for clergy and staff
   - Planned for higher healthcare costs
9. Worship
   - Supported Karl's requested budget.
   - Most line items consistent with 2025.
   - Reduced budget for worship support due to one-time streaming camera purchases in 2025.

**Net Operating Income**

The proposed 2026 budget currently projects a slightly positive balance.

# St. Johns Episcopal Church
# 2025 Actuals and 2026 Budget

| | 2025 Actual | 2025 Budget | 2025 Varience | 2026 Budget | 2026 Budget Comments | Increase (Decrease) from '25 Actuals % | Increase (Decrease) from '25 Actuals $ | % of Rev or Exp |
|---|---|---|---|---|---|---|---|---|
| **Income** | | | | | | | | |
| **Miscellaneous Income** | | | | | | | | |
| **407.000 Non-tax deductible Gifts** | 225 | 19,650 | (19,425) | - | | -100% | (225) | |
| **410.000 Endowment Fidelity Disbursement** | 42,000 | 42,083 | (83) | 40,000 | Up to 57,432 available at 5% of 3 year ending balance (40k represents 3.5%) | -5% | (2,000) | |
| **411.000 Donations** | 98,190 | 78,867 | 19,323 | 98,190 | Used '25 Actuals | 0% | - | |
| **412.000 Flowers** | 13,461 | 9,111 | 4,350 | 13,461 | Used '25 Actuals | 0% | - | |
| **415.001 Facility Use** | 12,216 | 5,520 | 6,696 | 12,216 | Used '25 Actuals | 0% | - | |
| **415.002 Student Parking** | 12,800 | 4,925 | 7,875 | 12,800 | Used '25 Actuals | 0% | - | |
| **415.004 Other Income** | 5,183 | 32,000 | (26,817) | 5,183 | Used '25 Actuals | 0% | - | |
| **Total Miscellaneous Income** | **184,075** | **192,156** | **(8,081)** | **181,850** | | -1% | (2,225) | 12.3% |
| **Non-Pledge Giving** | | | | | | | | |
| **404.000 Loose Offering** | 14,446 | 17,250 | (2,804) | 14,446 | Used '25 Actuals | 0% | - | |
| **405.000 Regular Giving** | 51,355 | 46,722 | 4,633 | 51,355 | Used '25 Actuals | 0% | - | |
| **Total Non-Pledge Giving** | **65,801** | **63,972** | **1,829** | **65,801** | | 0% | - | 4.4% |
| **Operating Fund Income** | | | | | | | | |
| **409.000 Interest** | 38,579 | - | 38,579 | 38,579 | Used '25 Actuals | 0% | - | |
| **Total Operating Fund Income** | **38,579** | **-** | **38,579** | **38,579** | | 0% | - | 2.6% |
| **Pledges/Non-Pledge Commitments** | | | | | | | | |
| **402.000 Prior Year Pledges** | 9,453 | 12,000 | (2,547) | 16,500 | 25 Collections as of 2/5/26 | 75% | 7,047 | |
| **403.000 Current Year Pledges** | 1,074,970 | 1,032,000 | 42,970 | 1,171,165 | pledges as of 2/15/26 | 9% | 96,195 | |
| **406.000 Non-Pledge Commitments** | - | 53,000 | (53,000) | 8,000 | non-pledges as of 2/15/26 | | 8,000 | |
| **Total Pledges/Non-Pledge Commitments** | **1,084,423** | **1,097,000** | **(12,577)** | **1,195,665** | | 10% | 111,242 | 80.7% |
| **Total Income** | **1,372,879** | **1,353,128** | **19,751** | **1,481,895** | | 8% | 109,017 | 100.0% |

# Property Management Report – 2/16/2026

**Community Room (formerly Children’s Chapel) – Water Intrusion**

COMPLETE, waiting for site cleanup when snow/ice clears

**Elevator – Intermittently won’t go up from basement, door opens, closes and then opens again.**

Call into elevator company

**Security System**

Indoor cameras are installed. Door locking systems are being worked on.  Strong technical contractor, slower on implementation.

**Smoot Conference Room – No Heat

Currently fixed (hopefully). We’re switching around parts to see if it’s that heater or just a series of identical failing parts.

**Water Crisis of the Month:**

None, as of Sunday

| | 2025 Actual | 2025 Budget | 2025 Varience | 2026 Budget | 2026 Budget Comments | Increase (Decrease) from '25 Actuals % | Increase (Decrease) from '25 Actuals $ | % of Rev or Exp |
|---|---|---|---|---|---|---|---|---|
| **Expenses** | | | | | | | | |
| **Total ADMINISTRATION & COMMUNICATION** | 116,306 | 102,323 | (13,983) | 117,195 | Assumed less in office supplies as '25 was anomalous and an increase in insurance costs. | 1% | 889 | 7.9% |
| **Total CHRISTIAN EDUCATION** | 7,339 | 4,937 | (2,402) | 7,339 | Used '25 actuals | 0% | - | 0.5% |
| **Total DIOCESAN SUPPORT** | 119,920 | 104,699 | (15,221) | 112,730 | Reduced by 7k overpayment in '25 | -6% | (7,190) | 7.6% |
| **Total FELLOWSHIP PARISH LIFE** | 17,796 | 17,958 | 162 | 18,400 | Slight increase in kickoff due to unusually low '25 costs. | 3% | 604 | 1.2% |
| **Total MISSIONS** | 10,896 | 14,090 | 3,194 | 15,896 | Added back 5k that was budgeted in '25 but taken out of desinated funds. | 46% | 5,000 | 1.1% |
| **Total Operating Fund (Exp)** | (188) | - | (188) | (188) | Used '25 actuals | 0% | - | 0.0% |
| **Total PROPERTY** | 142,188 | 138,269 | (3,919) | 172,395 | due to vendor switch, 10% more in building maintenance plus added $20k toward roof project, and 5-10% more in various utilties. | 21% | 30,207 | 11.6% |
| **Total STAFF/PROFESSIONAL SERVICES** | 897,785 | 884,169 | (13,616) | 927,845 | Increase accounting costs, COLA and increased healthcare. | 3% | 30,060 | 62.7% |
| **Total WORSHIP** | 111,292 | 104,641 | (6,651) | 108,906 | Reduced for onetime techology costs. | -2% | (2,386) | 7.4% |
| **Total Expenses** | 1,423,333 | 1,371,086 | (52,247) | 1,480,517 | | 4% | 57,184 | 100.0% |
| **Net Operating Income** | (50,454) | (17,958) | (32,496) | 1,379 | | | 51,833 | |