

Vestry Meeting Minutes August 20, 2024

Present: Susan Chase, *Senior Warden*, Al Snell, *Junior Warden*, Fr. Eric Mills, Paul Bailey, Rick Pearce, Marygrace Barber, Dorothy Haviland, Craig Allen, Michele Barkalow, Ross Lively, Margaret Bearden, Bill Happer, Geoff Gersen

Ex officio: Deacon Pam Hayes, *Vestry Chaplain*, Lorraine Beamer, *Clerk*, Bob Fuchs, *Treasurer*

Fr. Eric opened the meeting with a prayer.

Deacon Pam Hayes led the devotion on Hebrews 10:24-25. ^{“24} And let us consider how to provoke one another to love and good deeds, ²⁵not neglecting to meet together, as is the habit of some, but encouraging one another, and all the more as you see the Day approaching.” Discussion followed.

Dorothy Haviland led the Strategic Planning/Retreat Reflection and discussed a piece she had written titled “Watching the Night Sky”. Discussion followed.

Marygrace Barber will lead Strategic Planning/Retreat Reflection on September 17, 2024.

Information/Consent Items

Marygrace Barber made a motion to receive the Treasurer’s report which was seconded by Bill Happer and passed unanimously.

Bob Fuchs sent out the Budget requests for 2025 which are due back on September 3. One response for funding is requested from each strategy team. Bob also reported that the Dishwasher committee has purchased an industrial strength dishwasher and a second refrigerator. The total cost of the kitchen renovation is under \$10,000 which will be funded from the excess Capital Campaign funds. The freezer will be moved from its current location to the closet in the Parish Hall. A donation was made to St. Philip’s of over \$140.000 which has been placed in the General Endowment Fund. There will be a quarterly 1% draw on this fund to be added to the operating budget.

Al Snell reported on the Content Management/File Sharing project. A four member IT Advisory Committee has been formed to analyze requirements and financial impact.

Paul Bailey reported on Storm Repair that the elevator repair is still ongoing. The contractor to fix the steeple and the light is scheduled to meet with Paul. Repairs on the phone system and the magnetic door lock system in the Narthex is ongoing.

Rick Pearce made a motion to approve Pam Hayes as Chair of the Pastoral Care Board. Michele Barkalow seconded the motion, which passed unanimously.

A deputy is now needed for Pastoral Care Board.

Warden’s Comments

Susan Chase addressed the donations from the Vestry for Mother Lisa’s gift.

Susan stated that each Strategic Team should have an article for the September Come and See to keep the parish up to date. There will be a Ministry Fair on September 15 after each service, which presents another opportunity to share information with the parish.

Rector's Comments

Fr. Eric reiterated that September 8 is Homecoming Sunday followed by a Parish Brunch. There are sign ups for the brunch in the Narthex. There will be One Service on September 8 at 9:00 am.

Other significant dates include- October 4 will be the Pet Blessing; October 5 is the ECW Fall Festival and on October 13 there will be a newcomer event at 3:00 PM.

The Diocesan Convention will be in November by Zoom in order to pass the budget.

The Vestry Retreat will be January 9, 10, 11. The returning vestry interested in serving as Jr. or Sr. Warden are encouraged to talk to the current wardens to better understand the job.

VPOD's should arrive by 7:30 am to give the keys to the police officer on duty. VPOD's are reminded to be in the Narthex during services to watch the door for latecomers and to put the collection in the safe at the end of the service.

Strategy Updates

Strategy 1 – Discussion about their progress, including the determination of a Wellness Coordinator and Team nurses.

Strategy 2 – Described an increase in staffing which is recommended and their working with stewardship and F&F to determine financial impacts.

Strategy 3 – Described the formation of a “Growth Team” including Ambassadors.

Each Strategy presentation was followed by input, feedback and discussion from the Vestry.

Deacon Pam Hayes closed the meeting with a prayer.

Dorothy Haviland moved to adjourn the meeting which was seconded by Craig Allan and passed unanimously.

Next meeting : September 17, 2024 4:00 PM

Respectfully submitted

Lorraine Beamer

Clerk of the Vestry.

Treasurer's Report to Vestry

August 20, 2024

Operating Budget	2024 FY Budget	2024 YTD Actual	2024 YTD Budget	2024 YTD Variance	July Actual	June Actual	Monthly Change
Revenues							
Pledges	708,739	511,807	471,039	40,768	46,701	51,203	-4,502
Flower Revenue	6,600	4,190	3,850	340	450	600	-150
Identified Offerings	70,000	46,313	41,650	4,663	2,401	8,589	-6,188
Loose Plate	15,000	8,872	8,836	36	824	958	-134
Parish Hall Rental	1,200	700	700	0	100	100	0
Endowment Operating Inc	4,000	3,102	3,000	102	1,053	0	1,053
Miscellaneous Receipts	16,060	9,020	12,260	-3,240	406	377	30
Total Revenues	821,599	584,003	541,334	42,669	51,935	61,827	-9,892
Expenses							
Parish Staff	521,438	302,386	301,446	-940	40,217	47,567	7,351
Administration	30,833	16,847	17,869	1,022	3,269	2,050	-1,219
* Buildings & Grounds	106,839	58,196	59,850	1,655	3,235	15,137	11,902
Vestry	19,955	11,743	15,088	3,345	920	736	-184
Diocesan Pledge	72,132	42,077	42,077	0	6,011	6,011	0
Spiritual Resources	4,138	1,786	2,483	697	42	113	71
** Outreach	4,000	3,000	3,000	0	1,000	0	-1,000
Parish Life	11,130	5,944	6,630	686	448	612	164
Pastoral Care	2,537	250	2,537	2,287	0	0	0
Worship	46,785	34,290	29,948	-4,342	10,860	10,049	-810
Total Expenses	819,787	476,519	480,929	4,410	66,001	82,276	16,274
Net Total	1,812	107,484	60,405	47,079	-14,067	-20,449	6,382

* The Buildings & Grounds budget does not include \$12K for the Maintenance Reserve or 10K for the Insurance Deductible because there is not sufficient revenue in the budget to cover these. These items will be spent if EOY actual revenues sufficiently exceed actual expenses.

** The amount shown for Outreach is only the money moved from the operating budget to the Outreach Board for their use. The Outreach Board also receives money from the Outreach Endowment, Fund Raisers (especially the ECW Fall Festival) and donations from parishioners for outreach.

Mortgage	July Balance	June Balance	Monthly Change
MIF Mortgage	426,289	427,421	-1,132
Total	426,289	427,421	-1,132

Revenues for July are less than expenses by \$14,067 and greater than expenses YTD by \$107,484.

Revenues for July are less than the budget by \$3,196 and greater than the budget YTD by \$42,669.

Pledges for July are greater than the budget by \$1,956 and greater than the budget YTD by \$40,768.

Expenses for July are less than the budget by \$1,265 and less than the budget YTD by \$4,410.

Landscaping is \$1,303 over budget YTD.

Substitute Clergy is \$10,791 over budget YTD because the budget ran through August.

Rector's Continuing Ed, Assistant Priest Travel, Electric & Water, Diocesan Convention, Safety & Security, Welcome Ministry, Stephen Ministry, Music Program, Flower Expense and Summer Ministry Expense are all more than \$1K under budget YTD.

Budget spreadsheets will be distributed the first week of August with a requested return date of September 3.

Respectfully submitted,

Bob Fuchs

Treasurer