

St. John's Episcopal Church

610 Young Street

Melbourne FL 32935

Vestry Minutes

November 29, 2018

Present: Anneke Bertsch, Steve Bradley, Bill Chernault, Linda Fletcher, Ben Kendall, Hal Martin, Julie Miller, Linda Miller, Kathy Oas, Lee Steininger, Eric Turner,

Absent: Katie Wilson

The meeting was called to order at 7:04 p.m., by Father Eric with prayers and remembrances for family, friends, and members and loved ones of the Vestry and the congregation.

Formation: Nehemiah 6.

Minutes from October 16, 2018 Vestry meeting: Approved.

Treasurer's Report: Steve Bradley reported financials for the month ending October 31, 2018. Financials contained Summary Comments, the October 2018 balance sheet, October 2018 Financial Summary and October 2018 Cash Flow, 2018 Restricted Funds Summary, and 2018 Outreach Contributions.

Revenues for the month were \$16,051 against a budget of \$17,000 – less than budget by \$949. Expenses for the month (\$13,730) were lower than budget (\$1,866). The month ended with \$2,321 surplus (revenues to expenses) exceeding the budget expectation surplus by \$917 for the period. The current year to date surplus is \$302 plus Cash Flow monthly projections point to a projected year end surplus of just over \$300. Events contributing to this state of the financials include Rector Pension not paid in October (\$1,265), one month, not quarterly, payment for Fire/Liability insurance, Diocesan Pledges (\$3,045) paid. Pledge and Plate income was down for the month, contributions for flowers were up for the month, general maintenance was under budget for the month. Projecting through the end of the year, \$22,000 income would be needed to make breakeven.

The restricted funds account ended the month with a balance of \$35,117 of which \$33,576 is committed. This leaves a \$1,544 surplus of available funds in this account.

A motion was made, seconded, and the Vestry approved the Treasurer's Report, subject to audit.

Sr. Warden's Report: Collection for Parson's Purse is underway.

Jr. Warden's Report: Kathy Oas reported a commode in the lady's restroom off the Parish Hall continues to clog periodically. Through discussion, it was hypothesized the problem is sourced in the flow of that particular unit. Further research will be done to pinpoint and resolve.

Kathy thanked Teresa and Bill Chernault for the beautiful job stripping/cleaning/waxing the floors and for obtaining supplies a less than expected amounts.

Approximately once every 26 months, St. John's receives a higher than expected water bill (\$521 in 2014, \$235 in July 2016, \$406 in November 2018). The City of Melbourne will be contacted to investigate the meter as it may have a possible broken gear in the counters.

Kathy is recommending the non-functioning copy machine (Finance Office) and refrigerator (Flower House) be removed. Hal Martin knows a person who will collect and haul this equipment away.

Eric suggested that the time may have come to replace the Parish Hall floor. Estimates will be pursued in January 2019.

Rector's Report:

Eric has requested the Vestry read *Canoeing the Mountains*, together. Long range and effective changes must be made for St. John's to survive what is now a secular age, a struggle that all churches face today. The landscape and geography of church life and secular culture have dramatically changed. A new paradigm and new methods are needed. Both technical and adaptive changes are required (difference is explained in the book).

Changes currently underway at St. John's are mainly technical, not adaptive. A consultant is still recommended to bring a clear eye to the changes that must happen.

St. John's needs to fully and clearly understand what we are really here for and then understand how this meshes with the surrounding culture. It will no longer be adequate to seek simply to respond to the needs and wants of current parishioners, but we will need to work to tool St. John's to address the broader culture.

Restricted Flower Fund: The Vestry spent considerable time discussing the pros and cons of creating a restricted Flower Fund. The Treasurer estimates that by creating and managing a restricted flower fund, this may add \$1,000 to the 2018 financial deficit.

A motion was made, seconded, and passed to set up a Restricted Flower Fund. At the December meeting, setting up minimum amounts and other strategies will be discussed and decided. Ideas presented for future action: minimum amounts for Sunday flower memorials; shared Sunday memorials are allowed when two or more request a Sunday memorial; Christmas/Easter flower memorials will have no minimum; Flower Guild to provide an estimate of the minimum.

Facility user and funerals: When the Parish Hall has been promised to an outside organization and a parishioner funeral arises during that time, this has been identified as a point of contention. From a property management perspective, we cannot bump an organization that has invested resources into the date/time planned. Some felt that parishioners' needs should outweigh commitments to outside groups when it comes to funerals.

A motion was made for the Vestry to agree to and support the current operating policy that once a group is promised use of the facility, that commitment stands. Outside

group events will not be canceled for funerals, but every effort will be made to coordinate the events so that all can be accommodated. The motion was seconded. The motion passed, but with two (2) 'nay' votes.

Insurance Update: The new insurance policy was finalized 11/20/2018. The actual premium is \$16,675 making the actual savings from this move \$1,000, not \$4,000. It is better coverage than what we had previously.

Reaching our Neighborhood:

1. Reaching those who used to come to St. John's and stopped: It was determined there are 10 individuals for outreach. A handwritten note from Eric will be prepared
2. A mail campaign to residents in the immediate area, targeting the holidays (early/mid-December). Advertising is being prepared.

Update on Property: 2 potential buyers for 3 ½ buildable lots west of the church buildings have been identified - one @ \$135,000, the other @ \$150,000. Based on research, these are deemed to be good offers relative to land values in the area.

It is not realistic to sell the park, but it should not be taken completely off the table. The properties west of the church are not useful to St. John's, require maintenance, and pursuing sale would be fiscally responsible. To do so requires diocesan approval. The chair of the Diocesan Property committee has been contacted. Ideas for how income from the sale would be used: Pay off deficit to the restricted fund (created years before), invest in a Vestry funded endowment fund; invest in upgrades to the current buildings with a capitol reserve fund; payment of consultant and any monies needed for ideas coming out of the effort.

A motion was made to agree in principal to the sale of the properties west of the buildings. The motion was seconded and passed unanimously. The higher offer will be pursued, but many steps will be required before any sale is actually made.

St. James House: a broker agreement was made with Wally Burleson for renting the property at a rental rate of \$500/month with no upgrades. The fee to the broker is a one-time payment of \$500. One interested party has been identified but there is not additional information at this time.

Long Range Facility Plan: tabled

Delegates to the 50th Anniversary Diocesan Convention (February 1-2, 2019) must be named. Three delegates and three alternatives are needed. Ben Kendall and Anneke Bertsch agreed to be delegates.

A committee chaired by the outgoing Senior Warden, outgoing Vestry members and one or two non-Vestry individuals was created,

Lee Steininger brought up a discussion about making financials, including restricted funds, available. Eric will pursue putting this information up on the website.

Bill Chernault sought clarification on the budgeted \$800/twice per year for floors. This was explained and Bill/Teresa to bill for the hours they worked on all floors.

Following prayer, the meeting was adjourned at 9:25 p.m.

The upcoming meetings for 2018: December 20, January 17, 2019.