

St. John's Episcopal Church
610 Young Street
Melbourne FL 32935
Vestry Minutes
October 21, 2021

Present: Skip Alcorn, Susan Badgio, Steve Bradley, Linda Fletcher, Deborah Miller-Caldwell, Penny Perian, Eric Turner, Katie Wilson

Absent: Teresa Chernault, Joe McLaughlin, Kathy Oas, Hope Johnson,

The meeting was called to order by Father Eric at 7:10 p.m. in person and via Zoom, with prayers and remembrances for family, friends, members and loved ones of the Vestry and the congregation.

Study: 1 Peter 4: 1-6. Suffering can result from turning away from the world (and sin). Death does not close the door on faith.

Minutes from July 15, 2021 and Notes from the September 16, 2021 Vestry meetings: The minutes were approved after a motion, a second to the motion, and a unanimous vote. The notes were also approved.

Treasurer's Report: Steve Bradley, Treasurer, presented the finance reports for the month ending September 30, 2021. Financials contained Summary Comments, Cash on Hand, the Financial Summaries, Cash Flows, Restricted Funds Summary, 2021 Outreach Contributions, and a summary of the St. John's Land Sale.

Revenues for the month were \$17,481 against a budget of \$18,020 less than budget by \$3,090. Expenses for the month, were \$15,069 less than budget (\$1,710). Less than expected total collections were cited as the primary cause of missing the revenue budget for the month and year. The month ended with a surplus of \$2,412 (revenues to expenses) due to greater than expected other revenue receipts and lower than expected expenses. The year-to-date deficit is \$7,711. The budget year to date predicted a modest surplus of \$212.

The restricted funds account ended the month with a balance of \$113,872.85 of which \$33,950.48 is committed. This is the result of an unrestricted bequest of over \$72,000 received from Jean Hutton and a parishioner Covid-19 grant of \$2,000.

2021 Outreach to date was \$10,005.

In the St. John's Land Sale Summary, \$834.68 interest earned year to date, \$39,625.38 expenses, resulted in a fund balance of \$209.30.

Steve presented the following updates: (1) The St. John's financials are now fully converted to the Realm system. (2) Steve received approval from the Vestry to apply late fees and bounced check fees to tenant's financial obligations to St. John's. He noted that Wavecrest prepaid rent and utilities through December 2021. Shady Lane rent and utilities payments for September and October have not yet been received (currently \$1,550 in arrears. (3) A motion was made, seconded, and unanimously passed to move funds from the Restricted Account to the Capital account to pay Climatic for the east side A/C work (reference September 16, 2021 Vestry notes for details). (4) A motion was made, seconded and unanimously passed to move up to \$15,000 from the Reserve Account to the Capital Account for roof repair on the Wavecrest building. (5) A motion was made, seconded, and passed unanimously to authorize up to \$4,800 out of the Capital Account for tree removal east of the St. John's building. (7) The unrestricted Bequest amount from Jean Hutton was discussed at length. The amounts to (a) hold in reserve, (b) use to pay off the Restricted Fund deficit (\$11,651), (c) open the Endowment Fund were discussed. A motion was made, seconded and unanimously passed that some of the Bequest funds would

be moved into the Bethpage interest bearing account, currently called the 'St. John's Land Sale' account.

Fr. Eric stated that the Shady Lane tenant had requested new flooring for the rental building. The tenant and her partner would cover the labor, and requested to share the cost of materials with St. John's. Fr. Eric will discuss this with Kathy Oas, but indicated St. John's would have final approval of the materials.

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

Sr. Warden's Report: None

Jr. Warden's Report: Fr. Eric distributed Kathy Oas' written report and the Vestry reviewed actions taken and amounts spent. A motion was made to authorize moving up to \$4,800 out of the Capital Account into the Operations Account for tree removal east of the Sanctuary and west of the Wavecrest rental property. The motion was seconded and unanimously approved.

Rector's Report:

Fr. Eric recently attended the Diocesan Clergy Retreat and declared it to be the best one he has attended to date. From it, he hopes to create opportunities for St. John's to be a safe place for traumatized people.

Bequest and Endowment Fund: An *ad hoc* committee of Steve Bradley, Jack Kenworth, Susan Badgio, and Eric Turner will review and recommend updates. Fr. Eric wants to inform parishioners of the monetary gift from the estate of Jean Hutton. While it is an unrestricted gift, for now, this has been placed in the Restricted Fund. Fr. Eric and Steve Bradley led a discussion about parsing the gift among various commitments and seeding a long-term Bequest and Endowment Fund.

Re-opening considerations: Fr. Eric reported no changes to the current diocesan Covid guidelines.

Outreach Team update: No update, other than the committee will continue to meet through the end of 2021.

Hispanic Ministry: Fr. Eric met with Canon Luis during the Clergy Retreat. They reviewed the impediments experienced thus far and mutually decided to suspend the ministry until after the first of the year.

Website update: A draft will go out to individuals for review.

Nominating Committee: Linda Fletcher will chair the recruiting effort for the 2022 Vestry. The Committee will be comprised of 1-2 Vestry members and 1-2 parishioners not on the Vestry.

Fall Stewardship Campaign: The campaign is underway.

Diocesan Convention Delegates: The convention is scheduled for Jan 28-29, 2022 in-person only, Daytona Beach. St. John's must 3 delegates and 1-3 alternates. Deborah Miller-Caldwell had previously indicated her willingness to be a delegate. The Vestry will review and finalize the delegate selection at the November meeting.

The 2020 Parochial Report was distributed, discussed and approved. Appropriate signatures will be obtained and the report sent.

The 2022 Preliminary Budget was distributed and presented by Steve Bradley. He walked the Vestry through the forecasting assumptions and next steps. A motion was made to accept the 2022 budget as preliminary. The motion was seconded and unanimously approved.

Following prayer, the meeting was adjourned at 9:20 pm.

Upcoming meetings for 2021: Nov 18, Dec 16.