

St. John's Episcopal Church
610 Young Street
Melbourne FL 32935
Vestry Minutes
November 18, 2021

Present: Susan Badgio, Steve Bradley, Teresa Chernault, Linda Fletcher, Joe McLaughlin, Deborah Miller-Caldwell, Kathy Oas, Penny Perian, Eric Turner, Katie Wilson

Absent: Skip Alcorn, Joe McLaughlin, Hope Johnson,

The meeting was called to order by Father Eric at 7:05 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: 7-11: Concentrate on what really matters and do not get caught up in the immediate moment. Think about relationships down the road. Love covers a multitude of sins.

Minutes from October 21, 2021 Vestry meeting: The minutes were approved after a motion, a second to the motion, and a unanimous vote.

Treasurer's Report: Steve Bradley, Treasurer, presented the finance reports for the month ending October 31, 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 \$29,700 against a budget of \$18,670 exceeding budget by \$11,030. Expenses for the month, were \$22,544 greater than budget \$5,423. More than expected total collections were cited as the primary cause of revenue exceeding budget for the month. Accelerated Fire/Liability premium payment drove expenses. The month ended with a surplus of \$7,156 (revenues to expenses). The year-to-date deficit is \$544. The budget year to date predicted a surplus of \$1,760.

The restricted funds account ended the month with a balance of \$95,719.29 of which \$37,240.32 is committed.

2021 Outreach to date was \$10,340.

In the St. John's Land Sale Summary, \$855.44 interest earned year to date, \$39,625.38 expenses, resulted in a fund balance of \$61,230.06.

Steve presented the following updates: (1) Steve noted that Shady Lane rent and utilities payments are currently \$1,500+ in arrears. Fr. Eric will speak to the tenant later this week. (2) Steve requested Vestry action on the following: (a) Move \$15,000 out of the Reserve Account to the Beth Page Interest Account (also known as the Land Sale Account); (b) Transfer \$200 out of the Reserve Account to the Capital Account for payment on tree removal (2 trees); (c) Move \$11,651.20 out of the Reserve Account to the Operating Fund Reserve Deficit, thus eliminating the long-standing deficit; (d) Move \$9,900 out of the Reserve Account into the Endowment Fund; (e) Move \$15,000 out of the Reserve Account into the Capital Account for the Nick House Roof Repair. A motion was made, seconded, and unanimously passed to move all funds as detailed above.

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

Sr. Warden's Report: The Nursery floor project is complete. On Sunday, 11/21/2021 the Thanksgiving Baskets will be delivered.

Jr. Warden's Report: Kathy Oas reported the following: (1) No date established for the Nick House roofing project. Hold up is related to availability of materials. (2) The two oak trees east of the church (west of Nick House) were removed. (3) Two ailing pine trees were removed from the park, paid by private parishioner donations. (4) Nursery floor done. (5) The door to the Pipe Room is rotted and needs to be replaced. Kathy is getting estimates on replacement with a fiberglass door, expected to be

\$1,600 for the door and \$100 for a new lock. (6) The September Yard Work Day was a success – 20 people participated and all tasks were completed. (7) Waste Management has requested the dumpster be relocated. An alternative location with ease of access from the street is currently impeded by an above ground electrical line to the Yellow House. Kathy is gathering information for removal of the electrical line. Also, Kathy reported neighbors appear to be using the dumpster causing it to be over-filled and Waste Management charges St. John's for this. (8) A plan to replace trees in the park will be undertaken – what types of trees, where to place them, range of prices.

Rector's Report:

Endowment Fund: An *ad hoc* committee of Steve Bradley, Jack Kenworth, Susan Badgio, and Eric Turner completed their review of the fund policies and guidelines. Fr. Eric presented the Fund highlights. A committee, elected by the Vestry will serve rolling three (3) year terms with each member given the option to serve two (2) consecutive terms. Vestry members and church staff cannot serve on the committee. Asset Allocation of the fund is done by the committee and approved by the Vestry. The following is the recommend proposed Asset Allocation discussed by the Vestry: Growth Fund – 20%-80%; Income Fund – 80%-20%; Cash – 0%-20%. Planning for when and how to roll out the Endowment Fund is underway.

Re-opening considerations: Fr. Eric reported no changes to the current diocesan Covid guidelines. Discussion about the 7:45a.m. Rite I service resulted in the recommendation that it be suspended after December and re-evaluated for 2022. Outdoor Services are done for 2021. Issues with streaming and sound were encountered during the November 2021 service.

Music Minister: Jen Lester indicated she will be resigning as Music Minister in January 2022. Fr. Eric will undertake identifying a replacement.

Connect re-vamp: No update.

Outreach Team update: No update.

Nominating Committee: Linda Fletcher reported two (2) confirmed candidates and one (1) tentative candidate.

Fall Stewardship Campaign: See Revised Budget.

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 previously indicated her willingness to be a delegate. The Vestry will review and finalize the delegate selection at the December meeting.

Annual Parish Meeting. The date of the Annual Parish Meeting will be January 30, 2022 and begin at 8:30a.m.

Revised 2022 Budget: Priest Medical/HSA costs are updated, and the account codes in the budget are as they presented in the Realm accounting system. The revised budget is short by \$1,411 to cover budgeted expenses. Expenses for an interim Music Minister for the period January – June 2022 and a permanent Music Minister starting July 2022 were discussed. A motion was made to establish the budgeted Music Minister salary at \$11,000. The motion was seconded and carried unanimously. Steve proposed putting the small budget deficit of \$1,411 into the Giver of Record category to balance the budget. A motion was made to accept the 2022 budget with these adjustments. The motion was seconded and unanimously approved.

Following prayer, the meeting was adjourned at 8:55 p.m.

Upcoming meetings for 2021/2022: Dec 16, Jan 20, 2022.