

St. John's Episcopal Church
610 Young Street
Melbourne FL 32935
Vestry Minutes
March 17, 2022

Present: Susan Badgio, Steve Bradley, Linda Fletcher, Jamie Hamilton, Mike Milner, Deborah Miller-Caldwell, Kathy Oas, Penny Perian, Lee Steinger, Eric Turner, Katie Wilson.

Guest: Christine Bamberger

Absent: Skip Alcorn

The meeting was called to order by Father Eric at 7:01pm in person and via Zoom, with prayers and remembrances for family, friends, church members and loved ones of the Vestry and the congregation.

Study: 1 Peter 5: 1- 5: The Greek word for 'oversight' is 'episcopas', from which Episcopal derives. The scope of our responsibility is the big picture. The big picture is fed by minutia. We are to accept oversight willingly and not under compulsion. We are not to exercise oversight for our own personal gain. An overseer must do anything that would be asked of others to do. Listen. Engage. Care.

Vestry Planning Day – A Vestry planning day is scheduled for Saturday, March 19, 2022, 9am to 1pm at the home of Kathy Oas, 660 Waterwood Way. The time will be used to brain-storm and the agenda is open-ended.

Minutes from February 2022 Vestry Meeting: A motion was made, seconded, and the minutes were approved by unanimous vote.

Treasurer's Report: Steve Bradley, Assistant Treasurer, presented the finance reports for the month ending and year ending February 28, 2022. 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 Money Market account.

Revenues for the month were \$16,426 against a budget of \$19,147 less than budget by \$2,721. Expenses for the month, were \$18,170 exceeding budget by \$530. The month ended with a deficit of \$1,744 (revenues to expenses). The 2022 year-to-date deficit is \$11,146. The budget year to date predicted a deficit of \$3,570.

The restricted funds account ended the month with a balance of \$90,139.30.

2022 Outreach to date is \$2,260.

The Money Market Account to date has a balance of \$76,324.43, interest earned of \$949.81, expenses \$39,625.38.

Steve presented the following updates: (1) The higher-than budgeted expenses for the month were driven by Parish Operations expenses, and musician bills. (2) The Shady Lane James House tenant is current on rent for 2022, state funds for 2021 back rent was received and deposited. Fr. Eric stated the rent of this property will be increased from \$825 (as of March 2022) to \$900 in August. (3) The new payroll vendor is Paycor – so far so good.

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: Kathy Oas reported the following: (1) The walkway roof and gutters are clogged with leaf debris. The Lester brothers will be contacted to add blowing debris off the roof once/quarter to their paid work for St. John's. (2) Loose shingles were discovered on the back portion of the Parish Hall roof. (3) The water bill for the Yellow House remains consistent, regardless of whether the water is turned on or off so the water will be turned back on. (4) Laure Bennett has undertaken the job of deep

cleaning the Parish Hall tables. (5) Richard Huffman has taken on the project of redesigning the Name Tag board for ease of transport. (6) Kathy is seeking palms for use during Palm Sunday. (7) The Men's Restroom will be undergoing remodeling. \$4,000 has already been spent on items like vanities, etc. The cost is expected to be \$8,000 once all purchases are complete. The work includes demolition, installation, plumbing, lighting, and painting. A motion was made to approve \$7,000 out of the Restricted Reserve and \$1,000 out of the Covid relief funds. The motion was seconded and carried unanimously. (9) Deborah Miller-Caldwell distributed the St. John's Facilities Agreement for review and discussion. She described the results of her reaching out to the Diocese for a lease template – there really is none available. She discussed the importance of analysis of facilities use in the past – who is renting, the frequency and timing of rentals, a vestry member on site during and after the event, the policy regarding alcohol on the site. The Vestry acknowledged the importance of allowing the community into our facilities, but with policies to limit liability and damage. A group is going to be convened to work through the details of and updated Facilities Use and the agreement – Deborah Miller-Caldwell, Linda Fletcher, Christine Bamberger, Kathy Oas, Teresa and Bill Chernault, and Marie Salmon. Updates will be made available to the Vestry at future meetings.

Rector's Report:

Fr. Eric updated the Vestry on Lenten Soup Suppers – attendance has been greater than in previous years

Easter and Fall Outreach: Fr. Eric asked for firm direction. The Vestry agreed that purchasing of signs to be posted throughout the community and post cards to be mailed out to area zip codes communicating Easter services should proceed.

Re-opening Considerations: Re-introduction of the 7:45am service was noted but no decisions made. The Vestry is encouraged to do some creative thinking around the 'worship mix'.

Fr. Eric suggested that it is time to increase the rent on the Wavecrest property. The agreement is a Memorandum of Understanding (MOU) with a clause of auto-renewal unless one of the parties presents changes. The MOU was attorney-reviewed at the time it was implemented and found to be adequate. The renewal month is February, the current rent is \$750/month increased from the original amount of \$600/month. Fr. Eric proposed increasing the rent to \$900/month (20% increase) in August/September. The \$150/month addition for use of kitchen facilities will remain as is and only be paid in the months in which school is in session.

The Palm Sunday luncheon is scheduled for Sunday, April 10 following the service. Palms have been found for this service. Notices about Easter Flower Memorials will be distributed in the upcoming Service Bulletins.

Other Business: Skip Alcorn will report on the Endowment Fund Committee activity at an upcoming Vestry meeting.

Following prayer, the meeting was adjourned at 9:10pm.

Upcoming meetings for 2022: Apr 21, May 19, Jun 16, Jul 21, Aug 18, Sep 15, Oct 20, Nov 17, Dec 15, Jan 19, 2023. Note: either Jul 21 or Aug 18 will be cancelled.