

St. John's Episcopal Church  
610 Young Street  
Melbourne FL 32935  
Vestry Minutes  
June 16, 2022

**Present:** Skip Alcorn, Susan Badgio, Steve Bradley, Linda Fletcher, Jamie Hamilton, Deborah Miller-Caldwell, Mike Milner, Kathy Oas, Eric Turner, Katie Wilson

**Absent:** Penny Perian

The meeting was called to order by Father Eric at 7:08pm 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 Timothy 1: 12-20: As leaders, we can show others that we, too, make mistakes (judgement, action, etc.) but we ask for and receive forgiveness and move forward with good works.

**Minutes from May 2022 Vestry Meeting:** The following edits/changes were made:

- Treasurer's Report \_April 2022 Financials: Revenues for the month were \$20,797 (corrected from reported '\$22,813') against a budget of \$20,440 (corrected from reported '\$22,944') exceeding budget by \$357 (corrected from reported '\$131'). Expenses for the month were \$22,813 (corrected from reported '\$17,378') less than budget (corrected from reported 'exceeding budget') by \$-131 (corrected from reported '+\$200').
- Jr. Warden's Report: The sprinkler system was reviewed by a contractor Scott Koch (corrected from 'Coch')
- A motion was made, seconded, and the minutes were approved by unanimous vote with corrections noted above.

**Treasurer's Report:** Steve Bradley, Treasurer, presented the finance reports for the month and year ending May 31, 2022. Financials contained Summary Comments, Cash on Hand, the Financial Summary, Cash Flow, Restricted Funds Summary, 2022 Outreach Contributions, and a summary of the St. John's Endowment Fund.

Total Cash on Hand is \$157,162. Revenues for the month were \$17,348 against a budget of \$19,795 less than budget by \$2,447. Expenses for the month, were \$17,539 exceeding budget by \$479. The month ended with a deficit of \$2,926 (revenues to expenses). The 2022 year-to-date deficit is \$10,175. The budget year to date predicted a deficit of \$1,677. Collections (plate and pledge) continue to lag behind projections by \$6,136 year to date. Expenses exceed budget by \$3,266 year to date.

The restricted funds account ended the month with a balance of \$66,009.90.

2022 Outreach to date is \$10,520.

The St. John's Endowment Fund stands at \$9,403.23.

Steve presented the following updates: (1) Salary for Dr. Jerry Davidson, St. John's Music Director, will be set up in the payroll system. (2) Wavecrest pays rent year-round but utilities only for the school year period. (3) Steve described 'Givers of Record' as individuals or families who do not supply Pledge information during the Stewardship campaign but historically have given and therefore are included in the budget-creation process. To date, approximately 1/2 dozen of Givers of Record have given nothing. Steve will review with Fr. Eric to determine if further action is needed. (4) Steve described the 'Outreach Phenomenon' – when a fund drive or Outreach appeal inspires increased giving there can be a decrease in pledge amounts.

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

**Sr. Warden's Report:** Linda Fletcher reported there will be no July Vestry meeting. She also reported that Christine Bamberger provided information about other area church activities as a springboard for ideas for St. John's. Linda recommended that Fr. Eric create a job description for the Concert Series roles and the Family Promise Coordinator role to aid in recruitment.

**Jr. Warden's Report:** Kathy Oas will be leaving the role of Jr. Warden effective July 01, 2022. Deborah Miller-Caldwell has been nominated to fill the role. Fr. Eric called for further nominations from the floor. There being none, a motion was made, seconded, and approved unanimously to accept Deborah's nomination. A vote followed, and by acclamation, Deborah Miller-Caldwell will be the new Jr. Warden effective July 01, 2022. A motion was made for the Vestry to acknowledge appreciation of Kathy's many years of service. The motion was seconded and carried unanimously. An appreciation event will be scheduled.

Additional report items:

- (1) ProTec came out the week of 6/2/2022 to review and repair the leak in the recently repaired roof. They submitted a bill for \$175 which was challenged since the roof is under warranty until February 2023.
- (2) The committee to review the building use/lease agreement and other policies will meet on June 26, 2022.
- (3) The roof over the kitchen, which was previously repaired, is showing evidence of problems ('squishy'), which will be pursued.
- (4) Sealing of the pressure-washed gazebo will be led by Bill Chernault, but he seeks assistance for the task.
- (5) Jamie Hamilton received training on the A/C filter change process and schedule. He continues to repair lighting throughout the building. Next office for light repair – Music Minister office.
- (6) The sprinkler system on the north side is working. On the south side, it is approximately 80% fixed with 15% still in queue for repair and 5% unknown (lawn care mowers repeatedly damage sprinkler heads). The Vestry approved \$700 for additional sprinkler system repair. Triple D, the lawn care service, will be contacted for ideas on how to protect sprinklers.
- (7) A reception will be planned as a farewell to Roberta Stockdale, outgoing organist and choir leader.
- (8) Weeding and additional tree removal needs were discussed.

**Rector's Report:**

Fr. Eric updated the Vestry on the following:

- (1) Fr. Eric expressed thanks to the Vestry for their support over the last month.
- (2) A farewell pot luck, organized by the choir, for Roberta Stockdale, will be held on her last Sunday as organist/choir director.
- (3) Fr. Eric's laptop computer lid no longer functioning. An anonymous parishioner donation was made for half of the cost of a new laptop. A motion was made, seconded, and passed unanimously for the balance of the funds to come from the Restricted Reserve account, total expenditure anticipated to be \$800.

**Leadership Training to Growing Servants:** The program known as 'Leadership Training' will be re-branded to 'Growing Servants' which connects to the St. John's mission statement. Growing Servants will be launched in the fall. It is intended to be a track for people to move into service of the church. It will include brief Bible study and cycle through various ministries in the life of the church.

**Concert Series:** The series will run monthly, September through May. More information will be provided at the August Vestry meeting.

Ten (10) Year Plan Review: Deborah Miller-Caldwell and Kathy Oas reviewed the Ten-Year Plan created by Lee Steininger pre-Covid. They will cycle forward items from that plan and make additions. They discussed the possibility of escrow for the future, borrowing money, and raising money from the congregation to pay for projects on the plan.

Vestry Vacancy: The Vestry discussed and accepted Lee Steininger's resignation from the Vestry at a special meeting held 06/12/2022. Lee was thanked for his service and the Vestry affirmed continued support of Fr. Eric in his role as Rector. At today's meeting, Fr. Eric stated that, according to canon, the vacated Vestry position could remain vacant until elections at the 2023 Parish Meeting or the vacancy could be filled by the vestry until the 2023 Parish Meeting at which time the parish will elect someone to fill the remainder of the term, until January 2025. Kathy Oas offered to fill the position. A motion was made to accept Kathy Oas in the Vestry role, the motion was seconded and carried unanimously. The need for an email Vestry Distribution List and an email Vestry Discussion List was discussed.

Summer Schedule: During Fr. Eric's Mission and vacation time away, Fr. Terry Highland will fulfill supply priest and pastoral needs. Officers and others are lined up for other responsibilities.

Re-opening Considerations: No changes.

Other Business: Fr. Eric led a discussion about the pros and cons of using an intinction cup for communion.

Following prayer, the meeting was adjourned at 9:03pm.

Upcoming meetings for 2022: Aug 18, Sep 15, Oct 20, Nov 17, Dec 15, Jan 19, 2023.