

St. John's Episcopal Church  
610 Young Street  
Melbourne FL 32935  
Vestry Minutes  
October 20, 2022

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

**Absent:** Penny Perian

**Guest:** Jackie Bond

The meeting was called to order by Father Eric at 7:03pm 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 3: 1-16: Leadership in the life of the church is a serious thing. We must remember we hold a position of trust within the church.

**Minutes from September 2022 Vestry Meeting:** The following corrections were noted: Jr. Warden's Report. Item 2, The Boy Scouts will be putting up the pole but **no**... (corrected from 'not'); Item 3, Installation of the **side door into the bathroom hall**... (corrected from Installation of the bathroom door); Rector's Report, "What's Next", spelling correction Mike **Milner's** (corrected from Miler). A motion was made, seconded, and the minutes were approved as corrected by unanimous vote.

**Treasurer's Report:** Steve Bradley, Treasurer, presented the finance reports for the month and year ending September 30, 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 \$138,166. Revenues for the month were \$15,119 against a budget of \$18,800 less than budget by \$3,681. Expenses for the month, were \$13,994 less than budget by \$3,316. The month ended with a surplus of \$1,125 (revenues to expenses). The 2022 year-to-date deficit is \$12,920. The budget year to date predicted a deficit of \$4,591. Collections (plate, pledge and givers of record) continue to lag behind projections by \$8,257 year to date. Expenses exceed budget by \$1,304 year to date.

The restricted funds account ended the month with a balance of \$56,135.74.

2022 Outreach to date is \$15,093, which exceeds the total for the year 2021.

The St. John's Endowment Fund stands at \$8,484.14.

Steve Bradley noted the following: (1) While performance for the month showed a surplus, actual performance was worse by \$2,815 due to delayed payment of Pension and Medical insurance bills. (2) The Money Market interest rate increased to 1.76%. (3) Letters will be sent from the Treasurer to those parishioners whose 2022 pledges are behind amounts pledged. (4) A \$5,000 bill from the Fire and Liability Insurance will be due October 1. (5) The end-of-year deficit is projected to be \$11,000. (6) Donations to Outreach are at an all-time high.

Fr. Eric and the Vestry discussed cost-cutting measures with a focus on newsletter expenses. The newsletter costs approx. \$2,400/year. Copy and mail costs are \$2.25 - \$.2.30 (\$200 per issue), layout etc., is \$200/issue. By going from a bimonthly issue to a quarterly issue, an annual savings of \$800 could be expected. The Vestry discussion weighed the purpose and value of the newsletter against the cost and potential savings. The issue will continue to be evaluated.

Members of the Vestry noted that mid-month meetings in November and December should be entertained to discuss and establish financial position and plans for the future.

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

The Treasurer distributed copies of the draft 2023 budget and discussed items contained therein. He noted that Dr. Jerry Davidson had provided some projected Music Ministry budget numbers, which would be a \$5,250 increase not reflected in the distributed draft budget.

**Sr. Warden's Report:** No report.

**Jr. Warden's Report:** Deborah Miller-Caldwell distributed copies of the October 2022 report.

1. Melbourne Roofing has been called to evaluate the Parish Hall roof following visible loss of shingles due to hurricane Ian. Insurance for loss due to hurricane has a \$10,000 deductible and the company will be contacted. Complete replacement of the Parish Hall roof has to be considered.
2. Chapman Carpet is scheduled to evaluate the floor in the Music Director's office. A new vinyl floor to replace the carpet is being considered.
3. Lighting along the outdoor walkways was fixed.
4. A Parish Work Day is scheduled for November 12, 2022. A list of tasks is being compiled and will be posted prior to the Work Day.
5. The air conditioner in Nick House (rental by Wavecrest) was serviced. Two quotes for replacing the units were obtained:
  - a. Dittmer quote: \$7,717 - \$9,131
  - b. Quote from Brian (renter of James) House is pending.
6. A quote of \$800/ year for a yearly service contract on all A/C units was received. A second quote is pending

Mike and Brenda Milner donated many items to the church. Kathy Oas, Richard Huffman, and Deborah Miller-Caldwell will do a property walkaround to assess items requiring attention.

**Rector's Report:**

Fr. Eric reported that the Evensong worship service and dinner held in September was well attended and deemed a success.

A weekly staff meeting has been established on Thursdays at 11:00am. Attendees are Fr. Eric, Jackie Bond (church secretary), Fr. Terry Highland (Associate Pastor), Bill and/or Teresa Chernault (building cleaning crew), and Linda Fletcher (Sr. Warden).

Fr. Eric reported Steve Bradley accepted the vacant Vestry position (Milner vacancy) through the end of the year.

Stewardship 2023: The campaign is underway, pledge packets compiled for distribution.

Concert Series Update: The dates for the series have been amended as follows: 11/13/2022 no change, 01/15/2023 new date added, 02/19/2023 new date added, 04/23/2023 new date added, 05/21/2023 change of day from 05/14, 06/11/2023 removed from the schedule. The Concert Series team will continue to find musicians for these dates.

10 Year Plan: No update

Fr. Eric reported that St. John's will sponsor the community Epiphany service on January 6, 2023. Holy Trinity will hold a Candlemas on February 07, 2023.

Other Business: A 60 Year celebration will be scheduled in November in recognition of the people and efforts around the added campus buildings and worship space.

2023 Vestry: A search continues to fill three 3-year terms and two 2-year terms on the Vestry.

Following prayer, the meeting was adjourned at 9:01pm.

Upcoming meetings for 2022: Nov 17, Dec 15, Jan 19, 2023.