

St. John's Episcopal Church

610 Young Street

Melbourne FL 32935

Vestry Minutes

February 16, 2023

Present: Skip Alcorn, Susan Badgio, Jackie Bond, Steve Bradley, Jamie Hamilton, Amy Lacy, Deborah Miller-Caldwell, Jack Kenworthy, Kathy Oas, Eric Turner, Jim Williams, Katie Wilson

The meeting was called to order by Father Eric at 7:00pm 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 6: 1-10: Individual rights are not God's highest priority. Whatever your station in life, serve as best you can and proclaim the Gospel.

Minutes from January 19, 2023 Vestry Meeting: A motion was made, seconded, and the minutes were approved by unanimous vote with the following correction: Jr. Warden's Report, 1) Roof repairs on the Parish Hall roof (corrected from Parish House roof).

Minutes of the Annual Parish Meeting February 5, 2023: A motion was made, seconded, and the minutes were approved by unanimous vote.

Welcome new vestry members and Orientation: Fr. Eric welcomed the new Vestry members. He discussed the importance of confidentiality, no forwarding of emails without express permission by the original email author, and from time to time, it is necessary to conduct online discussion and voting. He stated the Vestry is a board of a non-profit. The meetings are open to anyone. Only in special cases involving sensitive personnel matters can the board meet in executive session. Regarding voting, abstaining in a vote should only be used if there is 1) a conflict of interest on behalf of the vestry member, or 2) there is genuine lack of sufficient information to support a vote.

Election/ Appointment of Officers: Fr. Eric appointed Kathy Oas as Sr. Warden. The following slate of officers were submitted for election: Deborah Miller-Caldwell, Jr. Warden; Steve Bradley, Treasurer; Susan Badgio, Assistant Treasurer; Katie Wilson, Secretary. A motion was made, by acclamation, to accept the slate of officers, the motion was seconded and carried unanimously.

Treasurer's Report: Steve Bradley, Treasurer, provided a brief orientation of the financials to the new Vestry members.

He then presented the finance reports for the month and year ending January 31, 2023. Financials contained Summary Comments, Cash on Hand, the Financial Summary, Cash Flow, Restricted Funds Summary, 2023 Outreach Contributions, and a summary of the St. John's Endowment Fund.

Total Cash on Hand is \$157,199. Revenues for the month were \$17,449 against a budget of \$19,050 less than budget by \$1,601. Expenses for the month, were \$25,966, greater than budget by \$771. The month ended with a deficit of \$8,517 (revenues to expenses). The 2023 year-to-date deficit is \$8,517. The budget year to date predicted a deficit of \$6,145. Collections (plate, pledge, and givers of record) lag behind projections by \$693 year to date.

The restricted funds account ended the month with a balance of \$68,904.48

2022 Outreach to date is \$1,923.

The St. John's Endowment Fund stands at \$8,362.27

Steve B. noted the following: (1) A Workers Compensation audit was completed. (2) Submitted Tangible Personal Property Tax Return to Brevard County. (3) Some of the total revenue deficit, compared to budget, is attributed to rent from Shady Lane property, and no kitchen rent paid by Wavecrest. (4) Parish Facilities expenses were greater than budget due to payment of 2 months of lawn care. (5) The Diocesan Assessment was increased to 11%, up from 10%, the amount on which the budget was created. (6) Steve introduced the subject of Diversion, wherein churches were allowed to divert funds from

the National Church to other approved charities. After brief discussion, the subject of Diversion was closed.

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

Sr. Warden's Report: No report.

Jr. Warden's Report: Deborah Miller-Caldwell distributed copies of the February 2023 report.

- Roof repairs on the Parish Hall roof were completed. Total amount for the roof was \$21,167 plus \$1,800 to remove three layers of old shingles. Total: \$22,385.50, most of which was paid by insurance due to hurricane damage.
- Ian Walker evaluated the following: remove and replace the door between the kitchen and outside, the door in the bathroom hallway leading to the outside will be repaired, the Shady Lane rental door will be removed and replaced. An estimate for this work will be submitted. The cost is expected to be approximately \$1,200 for all labor and two new doors.
- Replacement of the heating coil in the unit that heats/cools the nursery and finance office will be necessary. Until then use of the nursery during cold periods will require space heaters.
- Two new vacuum cleaners were purchased to replace worn-out ones.

Items discussed: (1) Yearly maintenance contract on all AC units may have to be re-bid. (2) Vestry approval for the doors. A motion was made to approve up to \$1500 out of the capital account. The motion was seconded and passed unanimously.

Susan Badgio stated questions posed about the Shade Lane water expenses and billing were researched and resolved.

Rector's Report:

Fr. Eric reported that worship attendance appears to be up. He introduced an initiative he will be starting in March – "Tapping the Big Questions". The intent is to bring Jesus into public conversation in a neutral setting. He invites parishioners to bring friends or family who want to discuss 'big questions'. It will begin the first Tuesday in March at Intracoastal Brewing Company.

2023 Budget: Ready for presentation at the Annual Parish Meeting.

Concert Series Update: Concerts have been scheduled in May and June. Planning underway.

Lenten Program: Wednesday Soup Suppers will begin March 1, the Vestry will provide soup for this initial gathering. Fr. Eric will lead the Lenten Program – "I am" sayings made by Jesus. This will be followed by Compline and is expected to wrap up by 7pm.

Vestry Retreat: A Vestry retreat will be organized. Details will be communicated via email.

Upcoming meetings for 2023: March 16, April 20, May 18, June 15, no meeting in July, August 17, September 12, October 19, November 16, December 21, and January 18, 2024.