

St. Andrew's Episcopal Church

Vestry Meeting

August 20, 2024

Present: Reverend Cannon John Spicer, Mtr. Jean Long, Paul Wurth, Steve Miller, Christina Santiago-Turner, Jason Anglian, Jean Kiene, Sara Welch, Cameron Rostern, Pam Orlander, Guy Creveling, Mtr. Rita Kendagor, Tim Cranor, Scott Burditt, Jewel Scott, Sara Welch, Wendy Burgess, Carolyn Lathrop, Ward Cook, Mtr. Anne Hutcherson

Consent Agenda: Fr. John called for a motion to accept the agenda and minutes from June, 2024 meeting. There was no meeting held in July. It was moved, seconded and approved.

Opening Scripture and Prayer: Fr. John read from Ephesians 4: 11-13 & 15-16 and prayed the prayer from the BCP #12 For a Church Convention or Meeting.

Special Item: Zach Beall came and explained about the search for a new boiler and installer. The old boiler, while not that old, was damaged when the basement flooded a few years ago. The decision was made and with the addition of a generous donor to replace the current boiler so that the loss of heat, as experienced last winter would not occur again. A boiler has been found and a company to install it and it happens it is the lowest bidder. An outside consultant has reviewed the contracts and proposed equipment and feels this is the best solution. Since the bid is lower than expected, the donor has agreed to also finance a new control system that will control the heating and cooling remotely, such as at HJ's. The entire project should be around \$80,000. A motion was made, seconded and discussed concerning the new boiler. As part of the discussion, the water incursion situation from several years ago was discussed and Zach explained what has been done to prevent the situation again. He also explained that the new boiler will be set up higher. The motion was passed.

Building the Pilgrim's Pathway to Heaven on Earth:

1. Fr. John explained that a realignment of staff and a few commissions made sense going forward. Mtr. Jean will be the clergy liaison to Adult Formation which will bring Hospitality and Community Engagement, Discernment, Youth, Children's and Young Adults all together. This will combine Welcome and Discipleship. A few people from each group might meet a few times a year to provide a consistent and collaborative message. It was also proposed to hire a part time marketing person to get a consistent message out to the public in many different formats and to help clergy maintain outside messaging such as through Facebook and the website. The proposal was to offer the candidate 30 hours and health insurance. A lengthy discussion was held on compensation, what constituted part-time and what the expectations of the person would be. The goal was stated to achieve growth in the church and to alert non-members what St. Andrew's has to offer. Wendy Burgess moved we hire a part time marketing person with appropriate compensation and insurance. Jewel Scott seconded. Discussion followed about compensation and the need to offer an adequate package to attract the right person. Fr. John suggested we allow an "E" vote if we needed to pay more. Discussion again followed especially from the finance people. Jewel accepted the amendment as did Wendy and the vote passed.
2. Fr. John decided that our discussion on commissions was very similar to what Paul expressed in The Heart of a Leader.
3. One Commission has turned in their spreadsheet for ministry categorization. All are due by Tuesday, Sept. 3. We will review the spreadsheets at the next meeting.

Reflecting on Commissions' Ministries:

1. Sara Welch mentioned the film the *Philadelphia 11* shown in in the Undercroft. There were 126 people with about half from St. Andrew's and the rest from other churches. The discussions afterwards were very good.
2. Back to School Bash was a great success. Ward Cook thanked the Olanders for all their help. There were many neighbor people there as well as those from St. Andrew's. Mtr. Jean reported that Facebook and the banners have helped to get people attending this event and church. When someone new attends, they are asked how they have heard about us.
Jean Kiene reported Outreach is now offering volunteer activities for JVS.
Christina Santiago-Turner reported that the 20-30-year-olds want more than a monthly Brunch. She said they would like a spiritual session and she, Veronica and Sam Heidrick are working on a 12 month curriculum to cover these sessions.

Other Business:

Stewardship:

1. Tim Cranor asked for 2-3 volunteers to help coordinate the annual parish picnic which is the Stewardship kickoff. He asked about the Boy Scouts. Mtr. Jean said that a committee had been formed and he would have help. He said the campaign would have a 50-day scripture study, some volunteer outreach opportunities and some small group gatherings. Additionally, there would be an on-line effort.
2. Fr. John said attendance is up and has been throughout the summer, which is a bit unusual.

3. Steve Miller reported on the possibility of a new electrical panel for the entire church yet this year. It will be 600 amp and cost about \$26,000. They have been taking bids and several have said they can't get one for a year, but one company thinks they can. Fr. John said the building would be without electricity for a whole week.
4. Jason said July exceeded expectations and was really good for summer. His report follows:

**Vestry Financial Report - Finance Commission
July 2024**

OPERATING BUDGET INCOME:

JULY INCOME

Pledge income exceeded budget expectations by nearly \$12,000. Operating no-pledge results exceeded expectations by nearly \$2,300, and Plate offering exceeded budget by \$700. All other income – typically unplanned – was off by nearly \$20,000. As a follow-up to our May report, the recent parishioner gift of \$184,000 has not been deposited into our operating account but will be done soon, which will greatly strengthen our already favorable YTD income budget results.

As reported previously, Finance will continue to examine the possibility of foregoing the annual endowment income draw of \$110,000 scheduled for November if our cash in-hand position remains favorable in 2024. Foregoing the draw allows the parish to both protect endowment principal and increase our eligibility for larger annual income draws given the larger endowment principal base.

YTD INCOME SUMMARY

Year-to-date, the parish is ahead of our pledge income budget by just over \$25,000 or 4%. Operating no-pledge is ahead of expectations by just over \$35,000; Plate offering is ahead by \$1,600; All other income is below expectations by \$89,000. With the weaker All other income result this month, our YTD net income is below expectations by \$20,000.

OPERATING BUDGET EXPENSES:

JULY EXPENSES

Overall, July expenses were higher than budgeted by just of \$18,000. Some key drivers of these monthly expenses were unplanned HVAC repairs of \$15,000 and plumbing repairs of just over \$5,000 from Facilities. For Worship, we had a two-month payment for altar flowers as well as a \$2,000 expense for livestreaming computer equipment.

YTD EXPENSE SUMMARY

Total expenses are favorable YTD by just over \$1,800. Even with the higher than budgeted expenses this month, most ministries are at or near budget and ongoing monitoring and coordination of our Facilities spending will continue.

OPERATING NET INCOME:

With softened income and higher expenses, STA closed July below monthly net income budget expectations by \$25,880. Year-to-date, the parish is below net Income budget expectations by \$10,000. Given the \$184,000 gift for operating to come, continued positive pledge income results and sound expense results, the parish's operating budget remains favorable just past mid-year.

PARISH CASH & INVESTMENT BALANCES:

The parish's cash and investment positions have softened as expected during the summer months but remain solid at July close. The Commerce bank account is ~\$485K; BBV bank account is ~\$25K; BBV investment account is ~\$221K; GKCCF endowment is ~\$3M. Finally, our currently held positions with Vanguard Investments total ~\$617K.

5. Fr. John explained about the housing-allowance resolution. His house needs foundation and driveway work and he asked for the resolution to be approved. It was a unanimous vote.
6. In the past there have been Junior Wardens. They are teenagers who have a voice but no vote. Two have submitted applications. They are Johnny Honnold a current acolyte and Colbie Hyde. Mtr. Jean spoke about each of them. It was moved, seconded and passed to accept both as Junior Wardens.
7. Thank you notes: Susan Paynter for all her work on both the showing of the *Philadelphia 11* and collecting school supplies and items for JVS and Frank Thompson for donating funds to buy the new boiler and control panel.
8. Ward Cook offered the closing prayer.

Respectfully and with blessings,
Ann Conlan Goodrich, Vestry Secretary

