

## St. Mark's Episcopal Church Vestry Minutes

January 19, 2021

**Attending:** Reverend Susie Hebert, Chris Abbott, Michelle D'Antuono, Dwayne Dawlearn, Jon Eiche, Melissa Hamon, Elisa Hughes, Lee Leaman, Charlie Phillips, Jeanne Reaves

**Absent:** Vince Arnold

Note: This meeting was conducted via Zoom.

### Opening

1. Opening prayer was led by Susie Comer.
2. Reverend Susie Comer called the meeting to order at 6:35 PM.
3. Additions to the Agenda included a report on the billboard, the Souper Bowl of Caring, Saturday services, and Youth Formation. Approval of the Agenda as amended was moved by Charlie Phillips and seconded by Michelle D'Antuono. It was approved unanimously.
4. Lee Leaman offered a correction to the December 2020 minutes: New members could speak but could not vote at the December meeting.

### Calendar

1. A clarification was added to the January 31 Annual Meeting. The diocese has determined that only people in physical attendance can vote. However, at present, there will be no items to be voted on.

### Proposed Budget

Projected income for this year is up. There is a 5% pay increase for staff in the budget, and the Vestry will be encouraged to raise staff pay by 1% incrementally until their pay is raised 10%. Miscellaneous expenses have increased from \$200 to \$5,000 because of increased repairs and maintenance, such as a metal roof and fire suppression. The Youth Activity budget has been increased to \$5,000. These increases add up to \$43,000 over last year's budget, but the church should qualify for a PPE loan which will wipe out the deficit. The church had a \$105,000 surplus from last year partially because of the lack of usual expenses due to Covid. There was a discussion about replacing the dishwasher resulting in a decision to wait. Jon Eiche requested \$7,000 for lawn care which was approved. Lee Leaman moved to accept the proposed budget, and Chris Abbott seconded the motion. The motion carried.

### Audit of 2019 Church Finances

Lee Leaman will set up the audit with Vince Arnold.

### Additional Signatory

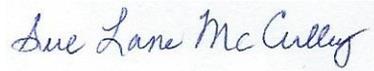
Lee Leaman moved and Elisa Hughes seconded that Dwayne Dawlearn be an additional signatory at Amegy Bank.

## Committee Reports

1. The Finance Committee report was made by Lee Leaman. Some money will be moved from checking to the Wells Fargo capital account. A gift of \$50,000 plus \$38,000 is partially the reason for the \$105,000 surplus. Lee Leaman thanked Melissa Hamon and Michell D'Antuono for their work on the pledge campaign.
2. Michelle D'Antuono is the liaison with the school, and she has been assuming some of Jeri Carrington's duties while she is on medical leave. The school received an \$8,000 grant to help families in need. When Jeri Carrington returns, she will write a check for \$45,000, the balance of the loan from the church. Michelle D' also reported that two teachers tested positive for Covid—one is returning Wednesday and the other on the following Monday. After Care had to be cancelled for two weeks. Susan Hylton has resigned from the school board. The school is in good financial shape.
3. There was no Senior Warden's report per se (see Lee Leaman's reports above). However, Chris Abbot had a report about replacing the billboard. She presented three quotes: \$1,793 from Front Row Sign; \$1,440 from Scanlon Signs, Inc.; and \$2,462 from Fast Sign. Lee Leaman moved and Melissa Hamon seconded to accept Front Row Sign's bid. The motion carried.
4. Junior Warden Eiche reported the scaffolding and the playground equipment have been removed. Flower beds have been cleaned, the sprinkler system has been fixed, and the doors to the Card Room have been refinished, and flowers for planting have been determined. The Beautification Committee has received \$9,950 of the \$10,00 it hoped for in donations. Jon Eiche requested that the Beautification Committee be formalized as the Grounds and Maintenance Committee because the job of Junior Warden is a huge responsibility. He also addressed the need for a fire suppression system as the present one was partially destroyed.
5. Formation and Youth Committee chair Christ Abbott had pizzas sent to the homes of the youth during their Zoom meeting with Hannah Smith.
6. Welcome Committee Charlie Phillips said that Welcome Bags were plentiful.
7. There was no Missional report.
8. Jeanne Reeves, chair of the Outreach Committee, reported that the Sewing Group had made 62 scarf hoodies to go to the Beacon, had given out masks, and had a successful campaign with the Giving Tree—25 children received gifts. She has lined up volunteers for Family Promise and delivered project materials for kids at home.
9. There was to Young Families report.
10. For the Worship and Fellowship Committee, the Reverend Susie Hebert suggested that the congregation be polled again about Saturday Services. She also noted the need for a Technology Committee and said that Elisa Hughes was already making educational videos for staff.
11. Big Events chair Melissa Hamon is thinking about something for Shrove Tuesday, saying that holy Cross is having a Zoom pancake supper.

12. The Priest's report relayed that she had held a funeral and two baptisms and that there was a Christmas Service after all. She thanked the people rolling off the Vestry and noted her gratitude for their years of service—Isobel Gottschall, Susan Hylton, Bettye Newberry.
13. There were no thank you notes to be written.
14. The reverend Susie Hebert said a prayer. The meeting was adjourned at 8:05 PM.

Respectfully submitted,

A handwritten signature in blue ink that reads "Sue Lane McCulley". The signature is written in a cursive, flowing style.

Sue Lane McCulley

February 22, 2021