

## St. Mark's Episcopal Church Vestry Minutes

December 17, 2019

**Attending:** Reverend Susie Comer, Chris Abbott, Joe Eiche and wife Evelyn, Kim Janke, Brad Knecht, Lee Leaman, Bettye Newberry, Charles Phillips, Jeanne Reaves

**Absent:** Vince Arnold, Faith Fidelis-Ojah, Brandon Fletcher, Isobel Gotschall, Susan Hylton

### Opening

1. Opening prayer was led by Susie Comer.
2. Reverend Susie Comer called the meeting to order at 6:33 PM.
3. Approval of the Agenda was moved by Brad Knecht and seconded by Bettye Newberry. It was approved unanimously.
4. Two corrections were made to the minutes of the November 19, 2019 Vestry Meeting. The date for the Strategic Planning Retreat for the Vestry is February 1. The missing name on page 3 is Jenny Carter. Kim Janke moved for the approval of the corrected minutes; the motion was seconded by Lee Leaman and passed unanimously.

### Committee Reports

1. Lee Leaman submitted the following report:

With regard to the school, revenues are in excess of the budget and expenses are below budget. The school's cash position is good and they are on target to repay the balance of the loan before their new year begins on August 1, 2020. If enrollment continues at its current pace, the school should be able to make a significant contribution to shared expenses. Lee Leaman will request that if at all possible, cash contribution be paid in the church's 2020 year. With regard to the church's financial report, the church's revenue is below budget and the expenses are below budget. The budgeted loss YTD was <14,667> with an actual loss of <10,955>, better than budget plus or minus 3700. One would look at the operating cash account and see that cash is very low. A significant pledge prepayment has already been received and will show up on the December financials. This should help provide the liquidity needed over most of the next year. Lee Leaman will ask the financial secretary to prepare current statements of giving for members who are behind on pledge payments. He will also prepare a letter to accompany the statements. The 2019 books will be kept open until January to give people time over the holidays to help get their payments in. With God's help and a little luck, the church could break even for the year. Lee Leaman will provide the names of this group of people to Susie Comer prior to mailing to make sure there are not pastoral issues that should be considered. With regard to the stewardship budget report, as of December 15, the church had received pledges of \$213,040 which is \$46,050 less than last year. In 2019, there were 45 pledging units and for 2020, there are 38. Twelve stayed the same, seven went down, fourteen went up, and five were new pledges. Lee Leaman met with Brad Knecht and Rock Moen to review the 2020 budget outline. This year, the church benefited from work done last year to cut expenses. More cuts are in the works but only so much can be cut and have the church remain as it is today. There is a deficit between \$40,000 and \$60,000. Lee Leaman has arranged a matching grant of \$30,000. First, this will be communicated to some of the larger pledging units and then to the rest of the congregation.

Susie Comer and Lee Leaman will try to break down giving units such as hospitality for two months (\$100) so that all can know they are helping. When the results of this effort are in and some other moving parts are in place, the budget can be formalized in January or February. Spending will continue at the current pace without increases until the budget is adopted.

2. In his Senior Warden report, Brad Knecht thanked all for their service.
3. Junior Warden Kim Janke also thanked all for their service. He also reported on some issues. There are some fire citations which the fire department will fix probably this week. The cost will be between \$2,000 and \$3,000, and the five-year inspection will be included. A new AC compressor costs approximately \$3,000; the system has been repaired. There is no update on road projects. The ice machine needs cleaning and repair, and the freezer needs repair. Lee Leaman will ask El Campo Refrigeration to repair the freezer when they come to fix the ice machine.
4. Susie Comer commented on the beautiful Lessons and Carols performance on December 15 and announced that the musical performance for Skeeter Field has been canceled.
5. For Formation, Chris Abbot reported that lesson plans for Christian Formation for the next semester have been received, but none have yet been received for Godly Play.
6. For Missional, Chris Abbott said that the next EYC meeting will be January 12, 2020. Young people will be there to give input. Permission slips to ride the bus have been given out. A question arose about publishing pictures, and the consensus of the Vestry is that vigilance should be maintained. A final announcement was that rules for Safeguarding God's People are under revision.
7. The Outreach report noted that most of the money was spent on sleeping bags. Also, only one family came for the Boy Scout recruitment.
8. The Rector's Report revealed that Lee Leaman will serve as Senior Warden and Joe Eiche will serve as Junior Warden. She also said that Sexton Ruben Luna has had gallbladder surgery. She expressed her thanks for helping with Tom Thompson's and Brent Lee's wedding as well as helping with Jim Burns' funeral. Another announcement was that Melissa Hamon has resigned as Coordinator as of December 31, but she will remain Chaplain for the school. Chris Abbott suggested honoring her some Sunday. Her resignation creates the need for a Fellowship Committee that will organize church luncheons and dinners, a Welcome Committee, a Worship Committee, and a person to teach Safeguarding God's People. The transfer of keys to new vestry members took place, and the door code was given to new members. Susie then thanked Brad Knecht and Kim Janke for serving as Senior Warden and Junior Warden, respectively. She also expressed gratitude for Faith Fidelis-Ojah's willingness to serve on the Vestry so that the rotation schedule could be preserved.
9. There were to thank you notes to be written.
10. Compline was led by Lee Leaman. The meeting was adjourned at 7:25 PM.

Respectfully submitted,

Sue Lane McCulley

January 11, 2020

