

St. Mark's Episcopal Church Vestry Minutes

July 16, 2019

Attending: Rev. Susie Comer, Chris Abbott, Brandon Fletcher, Kim Janke, Brad Knecht, Lee Leaman (by phone), Susan Hylton, Bettye Newberry, Vince Arnold, Isobel Gotschall.

Absent: Faith Fidelis-Ojah

Opening

1. Opening prayer by Rev. Susie Comer.
2. Rev. Susie Comer called the meeting to order at 6:30 PM.
3. Motion to approve the Agenda by Bettye Newberry and seconded by Brandon Fletcher passed unanimously.
4. Review of the calendar resulted in the following additions:
 - Bishop Monterroso's visit on the Sep 15 for confirmation may also be the September Vestry meeting. This is going to be confirmed by Rev. Susie.
 - ECW will have their annual brunch on the 14th of December.
 - September 8th will see the church return to 3 services.
5. Rev. Susie and Bettye Newberry reviewed the Wedding Policy update. One edit needs to be made. Motion to approve the Wedding Policy Update with recommended edit by Brad Knecht and seconded by Chris Abbott passed unanimously.
6. Rev. Susie discussed funeral planning and receptions for funerals. Rev. Susie would like to thank everyone who helped with the recent funeral. Rev. Susie brought up that it had previously been discussed that a Funeral planning committee might be useful. Bettye Newberry stated that Daughters of the King are usually responsible for the planning. Rev. Susie said she would like Daughters of the King to let go of that responsibility and perhaps have ECW take over that responsibility.
7. Choir USO performance update given by Rev. Susie. Rev. Susie explained that the choir sees this as a way to raise money to pay for their musicians. The money raised will go into the choir budget for this year. Bill Brawn's Brass Band are playing for free. Lee Leaman explained that we could not sell beer and wine at the event. Lee Leaman offered to provide the beer and wine on the night. Lee Leaman has the dance floor for the reception (located at the Leaman Ranch). Brad Knecht mentioned that some logistics for the night needed to be worked out by Tom Thompson and the choir (set up etc.).
8. Chris Abbott discussed challenges for EYC. Chris Abbott expressed concern that she had not received her ministry finance reports before the Vestry meeting. Chris Abbott also wanted to make it clear that she was not responsible for Godly Play as listed on the finance reports. She mentioned that we spent very little of the budget because very few activities were held. She expressed concern that we need to expand the EYC program. Kim Janke stated that he thought a committee should be formed to make a plan for EYC. Brandon Fletcher suggested that we should partner with another church. Chris Abbot mentioned that not having a mission trip this year has impacted EYC. She also mentioned that in previous years the group had been to CUSE (Cathedral Urban Services Experience) in Houston. Chris Abbott also mentioned that we needed an individual or family to take on leading this group. Rev. Susie asked if Chris Abbott and Brandon Fletcher would be on the committee and they agreed. It was also suggested the Christine Powell

could be on the committee. Brad Knecht asked if we could ask for a contact at a successful program who could help us with planning. Brandon Fletcher suggested St. Catherine's as an option and Chris Abbott suggested the Diocesan office.

9. Lee Leaman requested that the discussion about the well be moved off the agenda for a few months.
10. Rev. Susie stated that the Communications Committee has not yet been put in place. Susan Hylton suggested the Michelle D'Antuono would be a good option for the committee. Rev. Susie also mentioned that about 30% of parish has turned off Constant Contact. Chris Abbott has requested that the Parish be updated on Strategic Planning. Brandon Fletcher recommended that we have a youth representative on the Communications Committee. Bettye Newberry reminded the Vestry that we had planned to ask people what the best way to communicate with them would be. Rev. Susie stated that she also planned to ask Caroline Moen to be on the Communications Committee.
11. Rev. Susie stated that for the purposes of Hurricane Preparedness it was important that we got as many people as possible back onto Constant Contact.

Committee Reports to the Vestry

1. Strategic Planning Committee—no report. Chris Abbott wanted to know why the Parish had not seen the raw data from the original questionnaire. Rev. Susie mentioned that these comments would be an appendix to the Strategic Plan.
2. Administration Committee
 - a. Senior Warden's Report
 1. No separate report.
 - b. Finance Report attached. Vince Arnold explained that we have a year to date deficit of \$18,574.98. We had expected to have a deficit of \$6400 by this stage. There are various reasons for this deficit including what appears to be double billing by AT&T (so we should see a credit when this is resolved), unbudgeted software, waste removal, electricity, elevator and music expenses.
 - c. Brad Knecht requested that a finance committee be formed to analyse the detailed financial information. The following individuals were nominated to be on the committee, Lee Leaman, Rev. Susie, Isobel Gotschall and Brad Knecht.
 - d. Motion to accept the \$15,000 loan repayment by S.M.E.S. and to move those funds into the Operating Fund account to cover the current cash flow deficit by Brad Knecht and seconded by Brandon Fletcher passed on a split vote. Chris Abbott and Bettye Newberry voted against the motion.
 - e. Kim Janke requested that it be announced on Sunday during service that this money has been received from S.M.E.S.
 - f. S.M.E.S report attached and presented by Rev. Susie.
3. Property Committee
 - a. Junior Warden Report
 1. There is no update on the road. Kim Janke reported that the Commissioner did not want to start Reading Rd. until FM 762 is completed.

2. No update on the fire system.
 3. Sewer system update - it will cost \$385 for repairs to the sewer.
 4. Kim Janke tabled a list of activities that need to be completed. He asked Vestry members to email him with the things that they can do on that list.
4. Ministries/Mission Committee
- a. Chris reiterated that there are not currently enough volunteers to undertake mission and ministries.
 - b. Chris Abbott will be sending out back-to-Christian Formation letters to all youth/families in both the Kids' Kingdom group and the 6-12 grade class. The letter will also include a calendar of the Christian Formation year ahead.

Rector's Report

1. Rector's Report attached.

Thank you notes—to Bill Abbott.

Closing

1. Compline was led by Susan Hylton.
2. The meeting was adjourned at 9.05 PM.

Respectfully submitted,



Susan Hylton

August 18, 2019