



St Marks Vestry meeting

July 26, 2022

The Vestry convened via Zoom conferencing platform for the July meeting on the 26th at 7 pm. The following were in attendance.

Clergy: The Reverend Christopher Phillips

Wardens: Linell Grundman, Senior Warden; David Wellman, Junior Warden

Vestry: Chris Berendes, Brent Bickley, Edna Boone, Katherine Buchanan, Harrison "Hank" Donnelly, Jan Lipscomb, Jeb Ory, Nick Rogers

Officers: Randy Marks, Treasurer; Frank Nickerson, Assistant Treasurer; Kim Bayliss, Register

Guests: Kenn Allen

Absent: Fritz Henn

Opening Prayer –

Rev. Chris Phillips led the opening prayer.

Approval of the Minutes –

Minutes for the June 28th Vestry meeting were circulated for review via email to Vestry members.

ACTION

Motion to approve the June minutes made by Nick Rogers and seconded by Jan Lipscomb. Motion approved by acclamation.

Report of the Sabbatical Committee -

Kenn Allen, co-chair of the Sabbatical Committee updated the Vestry.

- 1) The Committee has received excellent from congregation on the guest preachers.
- 2) The Rector returns to the office on Tuesday 8/23 and will preach 9/4. The Sabbatical Committee will host a "Welcome Back" lunch after the single 10 am service. Vestry members are asked to volunteer.
- 3) The Assistant Rector and the Adjunct Rector will be preaching through the end of the month. The Senior Warden will be a guest preacher in August.

Report of the Junior Warden

David Wellman reviewed the financials noting that expenses for Janitorial Contract are above budget due to higher-than-expected rental of the building resulting in additional cleaning and resetting costs. Expenditures for Repairs and Maintenance are currently below budget but upcoming projects will probably result in fully spending the budgeted funds by the end of the year. All other expenses are within expectations.

Report of the Senior Warden -

Linell Grundman updated the vestry on the work of St. Mark's Committees. The Vestry members were reminded of the need to sign up for Vestry greeting duty.

Report of the Communications Subgroup –

Edna Boone reported on the Subgroup's work to organize use of the bulletin boards in the lobby as an entry point for visitors to find a way to be involved at St. Mark's. The group is developing guidelines for posting materials and intend to refresh the bulletin boards quarterly.

Approval of Canvass Committee –

Linell Grundman asked the Vestry to approve the members of the 2022 Canvass Committee.

ACTION

Motion to appoint the following people for the St. Mark's 2022 Annual Pledge Campaign, Nora Howell who will serve as Co-Chair with Senior Warden Linell Grundman, Raiford Gaffney, Matt Dodge, Kenn Allen, Frank Nickerson, Christophe Berendes to serve from August 1, 2022 through February 28, 2023.

Jeb Ory offered the Motion appointing members of the Annual Pledge Campaign Committee. Nick Rogers seconded the motion. The motion passed by acclamation.

Vestry Liaison Updates -

- Tend Our Soil, Katherine Buchanan – the Committee is fully organized: Greg Niblett, Monica Mills, Michael Knipe, Jessica Royals, Hayley Brandt, Nick Rogers, Linell Grundman, Chris Phillips, and Michele Morgan (when she returns from sabbatical.) The group will meet with Rev. Gamber in the Fall.

Report of the Treasurer -

Randy Marks presented the results of the mid-year budget review. The review was initiated in response to the lower than usual collection of year-to-date pledge income. The Treasurer proposes adjustments to 2022 budgeted expenses to reflect the variance in actual expenditures and seeks Vestry approval. No adjustments to revenue are proposed.

The deficit in pledge payments is not insurmountable but raises concerns. Pledge reminders are being sent in August. The main risk is underperforming pledge payments for 2022 and 2023.

ACTION

Motion to approve the following adjustments to the 2022 Budget:

- Plate/Unpledged (Account 40070): Increase by \$2500 to \$35,000
- Special Offerings (Account 40050): Increase by \$7000 to \$12,000
- Clergy Discretionary (Account 40051): Increase by \$8000 to \$10,000
- Outreach collection (Account 40054): Increase by \$833 to \$833
- Bequests (Account 40059): Increase by \$20,000 to \$20,000
- Use of Building - Other (Account 40270): Increase by \$7000 to \$25,000
- Solar Credits (Account 40065): Decrease by \$2500 to \$3500
- Under Internal Transfers, reflect the Extended Vision Transfer to the Outreach Board of \$5230.92 for the Navaho land Project
- Under Internal Transfers, reflect \$23,000 transfer for Sabbatical Expenses from the Sabbatical Reserve Fund
- Sabbatical Reserve Expense (Account 51634): increase by \$23,000 to \$28,000
- Children's Choir Director (Account 50540): increase by \$3556 to \$11,556
- Clergy Discretionary Exp (Account 50810): increase by \$3228 to \$9228

- Miscellaneous Exp (Account 50940): increase by \$920 to \$920
- Outreach Exp (Account 51350): increase by \$5230.92 to \$41,230.92
- Accounting Services (Account 50785): decrease \$1500 to \$12,120
- Copier Operations (Account 51540): increase by \$1000 to \$10,000
- Legal Fees (Account 51542): increase by \$8665 to \$8665
- Office Expenses (Account 51410): increase by \$4100 to \$7600
- Telephone/Internet (Account 51430): increase by \$3000 to \$9000
- Janitorial Contract (Account 50781): increase by \$10,000 to \$40,000

Motion was offered by Chris Berendes and seconded by Hank Donnelly. The vote was by show of hands with 8 in favor, 0 against and 2 abstentions.

Closing Prayer –

Led by the Senior Warden.

Meeting adjourned at 8:26 pm