

St. Mary's Episcopal Church
Vestry Meeting
18 February 2014
FINAL (Approved on 25 March 2014)

In Attendance: Kasia D'Auria, Todd Balfourt, Pam Lanier, Charlie Lippincott, Jim Menendez, Tom Morris, DeeDee Nice, Nick Pasken, Peter Pignataro, Sue Riddell, Rose Schneider, Harriet Stone, Father Todd, Father Steve, David Earle, Melissa Lewis, Trina Perna

Absent: Barry Marsh

Opening (Father Todd): 1 Kings 17:7-16 – This passage was written about a time of terrible drought, during which Elijah is asked to go to Zarephath and seek help from a poor widow. The widow is asked to have faith in the Lord. Faith that if she shares what she has, she and her son will not be left in need until the time of want [drought] is over. This passage reminds us to “believe and have faith” even in those times when we feel we don't have much.

Minutes (requiring approval)

- **Special Budget Meeting, 15 Jan 2014, v.2** - Motion made by Peter Pignataro and seconded by Harriet Stone to approve as written. Motion passed unanimously.
- **Regular Vestry, 21 Jan 2014 v.2** - Motion made by Kasia D'Auria and seconded by DeeDee Nice to approve with corrections. Corrections required to last paragraph of the Treasurer's report, to (1) properly record surnames of Suzanne Pearson and Susan Murphy, and (2) add Tom Gilson's name to clarify which motion was called. Motion to approve minutes with corrections passed unanimously.
- **Vestry Retreat, 1 Feb 2014, v.1** - Motion made by Nick Pasken and seconded by Kasia D'Auria to approve with corrections. Correction required to Attendance to reflect absence of Rose Schneider and Tom Morris.

Committee Reports:

- **Tom Morris, Christian Education (tabled at Jan. meeting)** Full report provided electronically prior to meeting. No questions.
- **Peter Pignataro, Mission and Outreach** - Full report provided electronically prior to meeting. No questions.
- **Barry Marsh, Communications (absent)** – Full report provided electronically prior to meeting. Peter Pignataro played Barry's WXEL ad for the Feb 9th music series event.

Parish Administrator's Report (Melissa Lewis): Full report provided electronically prior to meeting.

- **2014 Bank Signatory Authorizations** – Motion made by Kasia D'Auria to approve the list of "Bank Account Signers 2014" presented by Melissa. Specifically, the motion removed Timothy Kimes and Matthew Kozlowski from all accounts and approved the following signatories on the following accounts:

Operation Checking, Money Market, Paypal, Seacoast Wealth Management Brokerage Account, and Seacoast Trust Account –

Harriet Stone, Kasia D'Auria, Charles Lippincott

Rector's Discretionary – Todd Cederberg, Melissa Lewis

Assistant Rector's Discretionary - Melissa Lewis

T.R.U.E. Checking – Melissa Lewis

Motion was seconded by Pam Lanier and passed unanimously.

People's Warden's Report (Kasia D'Auria): Full report provided electronically prior to meeting. No questions.

Rector's Warden's Report (Harriet Stone): Full report distributed at meeting.

- **Reveal Survey - Top Action steps** – Actively engaging parishioners in church ministries and empowering them to take on leadership roles were the two highest priority action steps identified by the Reveal survey. Five (5) additional steps of equal priority were also enumerated and generally include increasing awareness of St. Mary's schedule, activities, events, and out reach programs to all who visit our campus. Separately, Harriet volunteered to provide a complete copy of the 2010 Visioning Process report and results to Melissa.
- **2014 Vestry Reporting Schedule** – Hard copy distributed at meeting. March 2014 meeting will review the 2010 Visioning Process.
- **Two-Year Term (Replacing Anne Mack)** – Nick Pasken will assume Anne Mack's place on the vestry (term expires 31 January 2016). After completion of this partial term, Nick is eligible to run again without having to wait out one year as do full 3-year term members.

Assistant for Pastoral Care (Father Steve): Very successful Hospice meeting held on 1/30/14 with over 20 people in attendance. Participants included a good cross-section of church members. Speaker was excellent. Will continue with Thursday noon/lunch meetings. Next up: Alzheimer's and Diabetes. Also looking into joining Stephen's Ministry and the Order of St. Luke.

Rector's Report (Father Todd): Full report provided electronically prior to meeting.

- **Assistant Rector Search** – Final course of action will depend on congregational response to 2014 financial situation (pledges received as of Annual Meeting insufficient to fund replacement for Fr. Koz). Window for hiring a seminarian is closing quickly. Subject will be discussed further under Treasurer's Report.

Financial Report (Charlie Lippincott): Full report provided electronically prior to meeting.

- **2013 Year End Consolidated Deficit (excluding depreciation) –** Estimated at Annual meeting to be approximately \$88K. The FINAL consolidated net operating deficit, excluding depreciation, is \$100,115.58. Increase is mostly due to normal year-end adjustments to the charges against the General Fund (bills received in 2014 for services rendered in 2013). Discussion ensued.
- Q: Can we change our fiscal year? A: Probably not as we are on the same calendar as the Diocese. Specifically, we are required to conduct our annual meeting in January. Want to have year-end data available to share with parishioners at this meeting.
- Q: Can we return to a “cash basis”? That is, charging liabilities to the month they are incurred rather than the month, or fiscal year, in which they are paid. A: Charlie does not recommend this approach, which may leave St. Mary’s open to “finagling”, i.e. pushing expenses from one year to another.
- **Updated 2014 Budget –** There has been a huge improvement in St. Mary’s financial status since our January 26th Annual meeting. We have received approximately \$93K in additional pledges since that time and approximately \$751K in total 2014 pledges.
- Vestry discussed two possible scenarios to address loss of Fr. Koz ... Case (A) = Replace with full time seminarian, Case (B) = Replace with part-time priest. Finance Committee feels hiring a full time seminarian is financially possible. Hiring a new seminarian would leave us with an approximate year-end deficit of \$3K. Hiring a part time priest would leave St. Mary’s with an approximate year-end surplus of \$14K. Discussion ensued.
- Part time priest would have to come from someone who lives locally and probably has other, outside, commitments. Hiring a full time replacement may be the best way to guarantee St. Mary’s is our new assistant’s only commitment, but may give St. Mary’s the impression that all is well again, when in fact our future is still financially uncertain. CFW service “wants” a young person, full of fire and passion.
- Judgment “in the abstract” is hard to make. Vestry recommendation would depend on what qualities each candidate brings to the table. Regardless, Fr. Todd is committing to officiate at the CFW service two Sunday’s out of four. Need to have ongoing conversations with the congregation to better inform them of our financial status.

At 8:00 pm, a motion was made by Kasia D’Auria and seconded by Rose Schneider to extend meeting by 15 minutes. Motion passed unanimously.

Tom Morris made a motion to give Fr. Todd the authority to move forward with either case, depending on the qualities of the candidates themselves. Motion seconded by Harriet Stone and passed unanimously.

Meeting adjourned at 8:15pm.

Respectfully submitted,
Trina Perna
Clerk