

**St. Mary's Episcopal Church**  
**Vestry Meeting**  
**19 January 2016**  
**(FINAL, Approved 2.23.16)**

**In Attendance:** John Funston, Sally Hastings, Lenore Hubbard, Al Krueger, Pam Lanier, Jim Menendez, Tom Morris, Nick Pasken, Peter Pignataro, Sue Riddell, Harriet Stone, Father Todd, David Earle, Charlie Lippincott, Melissa Lewis, and Trina Perna

**Absent:** Todd Balfourt and Father Steve

**Opening Reflections and Prayer, Father Todd:** The Vestry read and discussed Jeremiah 1:1-10. During a time of turmoil, Jeremiah is called to share a message that does not want to be heard by his superiors. Father Todd asked the Vestry, "What is a calling?" and "Have you ever felt called?" A calling is the voice inside us that is relentless; it is what motivates someone to do something, to help someone, to meet an interior need that must be fulfilled, e.g. giving of your time to serve St. Mary's, and in the simple act of helping others.

**Vestry Minutes from 15 Dec 2015 (v.2)** – Motion made by Fr. Todd to approve the minutes as written. Motion passed by voice vote of general acclaim.

**Annual Parish Minutes from 25 Jan 2015 (v.1)** – Comments received from Tom Morris, Melissa Lewis and Charlie Lippincott have been incorporated into version one. Final day for Vestry comments, to be incorporated before the annual meeting, is tomorrow, Wednesday 1/20/16.

**Committee Reports:**

Sally Hastings, Youth & Children's Education – Written report provided at meeting. In 2015 St. Mary's served over 100 children and young adults during the school year, approximately 130 during Vacation Bible School, and 12 attended the summer Mission Trip. Kelly Garner and Alexis Stuckey positively lead these various aged children. To help with funding needs, the youth programs received two gracious grants in 2015 – (1) St. Mary's Closet funded two team members to help with the ROCK on Sunday nights, and (2) the Outreach Committee gave grant to buy water buckets for garden at JD Parker Elementary.

Tom Morris, Christian Education/Small Groups – Written report provided prior to meeting. Tom is excited by what has gone on and what is coming down the pike in 2016. Peter Pignataro thanked Tom for his work on the Alpha course and Christian Education in general at St. Mary's. Peter also reported residents from the "Stuart Lodge" have asked for help in conducting their own on-site Alpha course for Seniors (they are already receiving LEM visitations and have a bible study).

Lenore Hubbard, New Members – Report tabled.

**Parish Administrator's Report, Melissa Lewis:** Written report provided prior to meeting

## 2016 Housing Resolution -

### RESOLUTION RE: HOUSING COMPENSATION FOR 2016

**Whereas**, The Reverend Doctor Todd L. Cederberg, an ordained minister, is employed as a minister of the Gospel by St. Mary's Episcopal Church, which does not provide a residence for him; now, therefore, be it

**Resolved**, that the Vestry of St. Mary's Episcopal Church sets the total annual housing allowance to be paid to Todd L. Cederberg in 2016 as \$60,000.00. This amount is hereby designated as a parsonage allowance within the meaning of the term as it is used in Section 107 of the Internal Revenue Service Code of 1986. This allowance to continue until amended revoked or changed.

Motion made by Sally Hastings and seconded by Lenore Hubbard to approve resolution as proposed. Motion passed unanimously.

Note: This is the same housing allowance as approved in 2015.

St. Mary's By-Law correction (amend paragraphs 2.4, Qualification of Electors, and 4.2, Qualification of Vestry) - Corrections clarify that in order for members to vote – e.g. at parish meetings - adult communicants must be in “good standing”, not necessarily “confirmed”, ref. paragraph 2.4. Additionally, in order to serve on the Vestry, adult communicants must be “confirmed”, ref. paragraph 4.2.

Correction was initially presented and discussed at December 2015 Vestry meeting. Motion made by John Funston and seconded by Nick Pasken to approve correction to by-laws as written and discussed at December 2015 Vestry meeting. Motion passed unanimously.

2015 Revenue from PC, Smith Hall and other meeting rooms totaled approximately \$26K from 55 events.

Website – Last month our website had 8760 views – more than twice the same time as last year. In total, 2015 website views tripled yr-yr, 2015 vs. 2014.

**People's Warden's Report, Nick Pasken:** Written report provided prior to meeting. Nick thanked everyone for their friendship and support from the first Sunday when he and Meghan came to St. Mary's, to welcoming their new baby daughter last November.

**Rector's Warden's Report, Harriet Stone:** Written report provided prior to meeting  
2016 Vestry Candidates are Joe Ciliberti, Elizabeth Farrara, Kathy Pignataro, and Brendan Rogan

2016 Diocesan Candidates are Nick Pasken, Peter Pignataro, and Harriet Stone  
January 28<sup>th</sup> Parish Dinner – We are still in need of greeters for Celebration dinner. Please see Harriet or Alexis Stuckey.

**Assistant for Pastoral Care, Father Steve: Absent**

**Rector's Report, Father Todd:** Written report provided prior to meeting. On behalf of himself and the congregation, Father Todd thanked the outgoing Vestry members – Harriet, Nick and Tom - for their help and support throughout the last three years.

New Rector's Warden – Father Todd has asked, and Lenore Hubbard has agreed to become the new Rector's Warden.

Assistant Rector Search Committee – Search is ongoing. One candidate visited our campus this past weekend (January 17<sup>th</sup>). Our website continues to get praise from all our candidates. Seminarians are clamoring to be included as part of this process. Father Todd is committed to finding the best candidate, regardless of how long it takes.

2015 Operating Fund deficit – Struggle with Contemporary Service has contributed to last year's budget shortfall. Fr. Todd took responsibility for change in Assistant Rector and impact to St. Mary's financial condition.

Upcoming Calendar of Events:

- Annual Parish Meeting will be this Sunday on January 25<sup>th</sup>, 2016.
- Bishop Eaton's seating will be January 30<sup>th</sup>
- Vestry Retreat will be held on February 6<sup>th</sup> (Church of the Advent, Palm City)
- Lenten Bible Study to start February 10<sup>th</sup> (led by Kelly Garner)
- Parish Retreat to be held on February 19-20<sup>th</sup>.

**Financial Report, Charlie Lippincott:** Written report provided prior to meeting. In general, if you feel the Church's finances are on a roller coaster ride, they are – see graph of cash flow included in his full report which depicts highs and lows of seasonal contributions.

Concluded 2015 Budget Year with a deficit of approximately \$85K. Deficit is mainly due to lack of collections/revenue, with pledges down \$26K and plate/good-faith donations down \$61K from 2015 Budget assumptions. Almost \$65K of deficit can be attributed to loss of income and from costs associated with the loss of Fr. Ian. In addition, 2015 was the first year in several that did not have a matching gift campaign.

2016 Budget, Adjustments and Final Approval (version 4.0c, dated 1.18.16) – Charlie presented an amended "2016 Budget" which included reductions in (1) Expenses [from \$1.247M, to \$1.236M], and (2) Revenue [from \$1.217M, to \$1.206M] – these are changes from the version of the 2016 Budget which was approved by the Vestry in December 2015. Additionally, the amended revenue of \$1.236M is based on the assumption that approximately 50 additional 2016 pledges will be received from parishioners who pledged for 2015, but have yet to pledge for 2016. The \$30K difference, between amended 2016 revenues and expenses, will be made up by use of \$25K undesignated 2015 memorial contribution [Jane Farnsworth] and transfer of \$5K from the Ross Trust to cover the increase in advertising.

Note: There has been an increase of 15.6% yr-yr in prepaid 2016 pledges over 2015. Increases in pre-paid pledges reduce "roller coaster" effect seen in St. Mary's cash flows.

Motion made by John Funston and seconded by Harriet Stone to approve version 4.0c of the 2016 Budget at \$1.236M in revenues and expenses.

Discussion: Nick expressed his concerns about the long-term credibility of the Vestry in regards to financial oversight and asked his fellow Vestry candidates "in regards to your area of Ministry, if this was your own money, do you feel it is being spent in the right way?"

2016 Budget is based on a new Assistant Rector starting in June-July 2016.

Candidate would shepherd the growth of the Contemporary Service. Pool of candidates includes many seminarians that don't graduate until the end of May.

John Funston, 2016 Stewardship Chair, feels that 2016 will be a good baseline year for pledge and plate revenue.

Charlie anticipates no draws from Reserves in 2016. If funded as assumed, the 2016 budget is sufficient to meet St. Mary's basic needs, however it does not provide sufficient revenue to meet the needs of our aging campus or those of a growing congregation.

Question called. Motion to approve 2016 Budget at \$1.236M passed unanimously with no abstentions.

John Funston, Summary of 2016 Pledge Campaign – As of mid-January, St. Mary's has received 295 pledges totaling \$774K. This includes 46 new pledging members/families (new = folks who have not pledged in a minimum of the last two years). Additionally, there are approximately 50 members who have not yet pledged, for a total of approximately \$117K in revenue that could come in. When the 2016 pledge campaign closes, St. Mary's total could be as high as \$850K – key to that is this last 50 contributors. Vestry will be asked to help contact these members and encourage them to support St. Mary's again in 2016.

Motion made by Harriet Stone to accept the Treasure's report. Motion seconded by Sally Hastings and passed unanimously.

### **New Business - None**

### **Old Business**

Motion from Dec-2015: Request the Finance and Facility committees to develop a short list of potential future "Budget Buster" projects that would be the basis of a 2016 Capital Campaign. Full list of projects included with Parish Administrator's January 2016 report on behalf of the Facilities Committee. Highlights include:

- (1) Foundation Repair – Estimated at \$20K over and above insurance reimbursement. No anticipated negative cash flow impact (church insurance pays quickly)
- (2) Conduit under Amerigo Avenue – Approx. cost of \$4K, which would result in savings by having one Internet bill/account, versus two. Project would be justified on economic grounds.
- (3) Columbarium – Incorporate into end wall of current memorial garden with no loss of green space or current shrubs. Estimated cost of \$15K, which would eventually be more than recovered from niche sales.

Fr. Todd will ask Bob Pearson, Facilities Committee Chair, to come to Vestry Retreat to explain recommended campus projects.

Meeting adjourned at 8:25pm.

Respectfully submitted,  
Trina Perna, Clerk

Vestry minutes represent the highlights of meeting discussions and/or reports and are not intended to record verbatim conversations.