

**St. Mary's Episcopal Church  
Vestry Meeting  
28 October 2014**

(Final, Approved as corrected on 11.18.14)

**In Attendance:** Kasia D'Auria, Todd Balfourt, Pam Lanier, Charlie Lippincott, Barry Marsh, Jim Menendez, DeeDee Nice, Nick Pasken, Peter Pignataro, Sue Riddell, Rose Schneider, Harriet Stone, Father Todd, Father Ian, Father Steve, Trina Perna

**Absent:** Melissa Lewis, Tom Morris, and David Earle

**Opening Reflections and Prayer:** Father Todd led a meditation on Psalm 84, a song written by David, approximately 1-2K years BC. The Psalm paints a visual image of a believer who yearns to be near God. We are all on a journey of worship and wanting - a journey that ends with us being united with the God who loves us.

Vestry unanimously agreed to change agenda of meeting to add Barbara Godfrey's report on the Bishop Transition Committee.

**Guest Speaker Barbara Godfrey, Bishop Transition Committee member –**

The purpose of this committee is to help ensure a smooth transition of the new Bishop into our church community/Diocese. In addition, this committee will help outgoing Bishop Frade with his transition into retirement.

List of new Bishop candidates has been reduced to five. Candidates will begin touring five (of our six) Deaneries on Jan 10<sup>th</sup>. On Tuesday, Jan 13<sup>th</sup>, all candidates and their spouses will tour St. Mary's Deanery with a visit to Good Shepherd, Tequesta. Question and answer session will begin at 7pm. Note: Bryan Garner may be selected to act as meeting facilitator. The Bishop Election Convention will be held on Jan 31<sup>st</sup>, 2015. Induction into the Diocese is scheduled for May 9<sup>th</sup>, 2015.

Barbara will provide next Transition Committee update at services on November 15-16<sup>th</sup>. Please call or email Barbara with your specific questions, or go to the Diocesan website for a biography of each nominee. Website is [www.Diosef.org](http://www.Diosef.org). Select Bishop Search (in tool bar), then Nominees.

**Minutes:** 23 September 2014 (v.1) minutes require correction to remove duplicate "and" from first sentence, New Business, Heritage Fund, Specific Purpose Donation. A motion was made and unanimously passed to accept the minutes as corrected.

**Committee Reports**

**Mission and Outreach (Peter Pignataro) –** Written report provided prior to meeting. Outreach Goals include improving communication to congregation by including once monthly report at weekend service(s). Report from different

outreach charity each month. 2015 Mission trip(s) to include helping St. Mary's with campus maintenance.

Peter proposed 2015 Heritage Fund Outreach Grant Requests as follows:

- \$3K for Samaritan Center Scholarship (from Agnes Weeks Fund)
- \$500 for Youth Challenge Grant for ROCK volunteer activities
- \$1K towards Extreme Martin Makeover
- \$5K to LAHIA for fundraiser seed money, or donation to capital camp.
- \$2K to JD Parker to expand Back Pack buddies from 65 to 72 children

Motion to support grant requests made by DeeDee Nice and seconded by Kasia D'Auria. Motion passed unanimously.

**Communication (Barry Marsh)-** Written report distributed prior to meeting. The new "Welcome to St. Mary's" information pamphlet is nearing completion. Advertising placed in Martin Co. resort guide of local churches. Purchased an ad on Facebook for Trunk or Treat. Stuart Air Show is this weekend (Nov 1st and 2<sup>nd</sup>). Please see Barry if you can help him in the booth.

**Parish Administrator's Report (Melissa Lewis):** Absent.

In Melissa's absence, Fr. Todd noted that 2015 pledge cards can now be filled out on-line, see website.

**People's Warden's Report (Kasia D'Auria):** Report distributed prior to meeting. Parish Pot Luck, on October 25<sup>th</sup>, was a great success with approximately 130 members attending. Debbie, Phil and Jessie were tremendous aides in making this event successful (many, many thanks). Kasia gave a Vestry Ministry Minute report at the CFW service on October 26th.

**Rector's Warden's Report (Harriet Stone):** Report distributed prior to meeting. Summary of each ministry's SMART goals distributed to each Vestry member at meeting (colored folders). Please note, Vestry Ministry Minute reports to the congregation are to be given the month following the vestry meeting you gave your Vestry report.

When working with the staff, please fill out appropriate forms (see Mimi) and provide adequate lead time to allow work to be completed.

**Assistant for Pastoral Care (Father Steve):** Verbal report given at meeting. Fall 2014-Spring 2015 programs are in place. Eleanor Hanley is helping parishioners take advantage of our various health resources. Tuesday Bible Study doing well. Ditto for Tuesday Healing Service (12:10 pm). Order of St. Luke training starts this week (31-week program). Healing Center (as reported by DeeDee Nice) - Healing Center is currently in use by five therapists. Karen Lindsey working on pamphlet and summary of services available. There is additional interest from other healers in our community.

**Assistant Rector's Report (Father Ian):** Report distributed prior to meeting. Continuing to settle in. Officially part of Diocese and can vote at upcoming Bishop election.

At 7:57pm Peter Pignataro moved to extend the meeting by 15 minutes. Motion was seconded by Barry Marsh and passed unanimously.

**Rector's Report (Father Todd):** Report distributed prior to meeting.

Organization of January 2015 Parish Dinner – Harriet Stone, with assistance of Sue Riddell, volunteered to chair January 31<sup>st</sup>, 2015 Parish dinner. Sidebar: This is the same day as the election for our new Bishop.

20<sup>th</sup> Anniversary of Mary's Kitchen - Please plan to arrive at 4:40pm on Oct. 29th to join in prayer circle prior to meal. David Earle developed Proclamation to be given to Dale Hudson and all Kitchen volunteers to thank them for their many years of service in this vital community outreach ministry.

2015 Vestry Nominating committee will be comprised of Kasia D'Auria, Barry Marsh, DeeDee Nice, and Rose Schneider (members whose terms expire in February 2015). These Vestry members are also given first choice to be delegates at convention. Please let Fr. Todd know if you would like to be a delegate.

Muse Heritage Gift (Vestry Approval Required) – The estate of Martha Twitchell Muse is offering St. Mary's a gift of \$100K, to be "used solely to assist displaced female homemakers, battered and/or elderly females, or [as] bridge funds for temporarily unemployed females in Martin County, Florida". The Rector shall have the determinate power to approve recipient(s). After discussing the terms and conditions of the gift a motion was made by Rose Schneider and seconded by Pam Lanier to accept the Martha-Twitchell Muse-Adelaide Burks Brady gift in accordance with the terms set there forth. Motion passed unanimously.

**Financial Report (Charlie Lippincott):** Written report provided prior to meeting.

2015 Proposed Budget – Revenues are projected to be approximately \$1.156M based on assumptions that there will be no matching gift programs; pledges will increase by an average of 6% over 2014; and at least 40% of the 2014 one-time gifts, made to help balance the 2014 budget, will carry forward and be renewed in 2015.

Expenses are estimated at \$1.244M, but we might have room to cut \$5-\$15K. Charlie recommends that Vestry wait until December to make reductions in programs, after we have a better idea of what the 2015 projected revenues will be. After transferring \$75K from the 2014 matching gift program(s), the estimated 2015 deficit is approximately \$23K (-2%).

At 8:20 pm Kasia moved to extend meeting by another 20 minutes. Motion seconded by Peter Pignataro and passed with one member opposing.

Area of most concern in the 2015 Budget is estimated revenues from offerings, where a lot of assumptions and unknowns still exist. Could be over-estimated by as much as \$50K.

Reserve Fund – In 2014, income to the fund was approximately \$50K including \$27.6K from the Health Care Tax Credit. The Vestry approved expenses of approximately \$60K to buy copiers (new and old), install a glass entry on the Youth Building, improve the CFW recording system and repave half of the main

campus parking area. This being said, Charlie expects the 2015 January 1<sup>st</sup> Reserve balance to show an increase over 2014.

In 2015 income to the fund is estimated to be \$12.5K, with expenses of \$46K. 2015 expenses include \$30K to complete repaving the main campus parking area, \$5K to fix the PC floor drains, and \$11K to improve the Smith Hall bathrooms. Charlie recommends that the repaving project be delayed until 2016, and PC drain flow improved by implementation of a new maintenance program.

### **New Business**

Nick Pasken presented two proposed new member coffee mug designs. Vestry selected the mug with tapered 'bowl' and white interior. Exterior of mug will depict a line drawing of St. Mary's original chapel.

### **Old Business - None**

At 8:30pm with only eight (8) vestry members still in attendance, a motion was made and duly passed to adjourn the meeting.

Respectfully submitted,  
Trina Perna, Clerk