

St. Matthew's Episcopal Church
April Vestry Meeting Minutes - May 2, 2023 @ 6:30pm
Location: Hybrid in-person in B-14 (Wilson Room) and on Zoom

Vestry Members in Attendance in person: Joyce Statz (Senior Warden), Natalie Lynch (Clerk), Ann O'Connell, Blythe Wilson, Gary McNeil, David Kennedy, Stephanie McCollum, Carole Taxis, Jenny Watson, Steve Ryder, David Kennedy, Chris Hansen

Vestry Members in Attendance via Zoom: Bob Ascott (Junior Warden)

Vestry Members Absent: Armando Ruiz, Jason Bagshaw

Clergy in Attendance: Rev. Katie Wright (Rector)

Business Manager: Chris Schumacher (present)

Treasurer: Jack Robertson (present)

Observers: None

The March 28, 2023, Vestry of St. Matthew's Episcopal Church meeting was called to order by Rector Katie Wright at 6:35 pm, who determined that a quorum of members was present. Ane W gave the initial devotional to tell a story that discussed Goldilocks through the lens of salvation in faith.

Approve Consent Agenda Items:

The first order of business was to approve the consent agenda items provided in the pre-read folder, including previous Meeting Minutes, Business Manager's Monthly Report, Day School Meeting, Treasurer's Report, Finance Commission meeting, Outreach Update, and Security Update. **A motion was made by Natalie, seconded by Jenny, and passed unanimously.**

Strategic Plan:

Jenny reported we will discuss the outcome of the recent sessions related to outreach will happen in the May meeting after Jenny has consolidated the information. Tonight, this group will discuss discipleship as a strategic principle. In the past, we discussed communication, and she reviewed the several primary concepts that are likely to be addressed. Discipleship is to feed and grow our people as disciples and servants of Christ, according to work done with the initial strategic planning structure. The goals are congregational formation, personal spiritual growth, pilgrimages for all, and community building. The vestry brainstormed about Formation Topics and how to prioritize topics and then voted for our most desired focuses. More information is included in the included background documents.

OLD BUSINESS:

Katie explained that the sound system vote occurred via email as is documented in the supporting documents. Using 2023 Endowment funds, the Endowment Committee approved the additional \$2,700 for the sound system, which Vestry has approved by email vote (10-0).

Treasurer's Report – First Quarter Comprehensive Review

Jack reported that we are behind on the actual revenue minus expense results of operations for the first calendar quarter compared to the budget plan, mostly as a result of a \$60,000 shortfall in pledge receipts. This amount is significant to take seriously. If people do not catch up on pledges, the spending deficit for 2023 will be much larger than the <\$73,000> deficit the vestry approved in January. Chris Schumacher explained that pledgers' automatic credit card authorizations ended at December 31,

and people may not realize. Effort is underway to notify about 40 pledgers to renew their authorizations and catch up.

In the statement of financial position, Jack pointed out that we owe approximately \$61,000 to other entities and programs. As of March 31, we had \$123,427 available in unrestricted designated accounts to cover the expected operating deficit for 2023. The good news is the unexpected \$134,000 commemorative donation that arrived in April to raise this total to \$257,427. As Jack said ““We are out of the woods.”

We have not received donations or spent any money for capital equipment this year.

The endowment fund received \$850 donations and had \$31,577 in dividends, interest, and capital gains. The approved appropriation of \$32,750 was transferred to the Endowment Committee to be available for 2023 grants. As of March 31, the endowment valuation was \$618,392.

The cash and value flow/change in the bank accounts and investment accounts was a positive \$17,422 for the first quarter. However, Jack pointed out that the cash and investments experienced a <\$218,050> decrease for the full year 2022, largely as a result of endowment fund stock market losses.

Blythe followed up with questions about the commemorative gifts and Jack confirmed that \$20,000 received in March was from one donor, and the \$134,000 received in April was from another donor. Jack said that he will present a financial summary for the Weekly Word.

Chris's Business Report:

Chris Schumacher stated that 5-0 Landscaping is finally coming back to cut down the large dead tree and the dead limbs that didn't survive the storm. They are charging us \$2400 for that. The sanctuary doors are re-stained. There are 11 memorial tiles ready to go, and there are four more that are needed. We do not have a timeline for the additional four but all should be posted simultaneously. We also struggle to find a new tiler since the old one went out of business. Chris suggests we stop sales of memorial tiles until a new vendor is found. The auditor started the last Monday and she is very thorough. The guy who put in the lights in the trees did a survey and will come back with a proposal and will suggest 5-foot poles that illuminate the sideways. The proposed lights are unlikely to be vandalized.

New Business:

Katie stated that Buildings and Grounds has new bylaws and requested our approval. There is a desire to have peer groups operate under similar criteria. There was a motion to approve the bylaws and governing documents for the Building and Grounds group. **Carol moved to pass the motion and Ann seconded. The motion was unanimously approved.**

Rector's comments:

Katie explained that the Day school is moving forward with a plan to make their space more usable in phases. The school will focus on redoing and adding decking so kids can go from the classroom to the playground. Joyce asked about drainage issues, but Katie understands that the decking is not in the same space as the flooding. Katie also reported that the current drainage proposal would not be in the area of the decking. Historically, the pest animals move in over the summer when the school is out and maybe the construction will deter them. Historically the school and congregation shared space more often. So the school has considered asking us for additional funds, but Katie believes they understand the funds are not in our budget.

Senior Warden's comment:

There are proposed seating option templates created that help us get the logistics of room set up and scheduling more accessible. This will help the facilities employees to understand how to set things up.

We did a coffee tasting with four samples, but Natalie does not yet have pricing for the two most liked brands.

We continue to have things that are not put in the monthly folders promptly, and it prevents the pre-reading by the vestry.

Junior Warden's Comment:

Bob had no special report.

Katie gave the closing prayer.

The meeting was adjourned at 8:23.

Submitted by Natalie Lynch, Clerk of the Vestry