

Saint Mark's Episcopal Church
Vestry Meeting Minutes
September 17, 2024, 6:30 p.m. via Zoom

Members Present: Fr. Chris Jubinski, Diane Stewart, Tom Horan, Steve DeCaro, Diane Feil, Madeline Glover, Tom Hadlock, Marj Kulesa, Ashley McLean, Barbara Pettus, Steve Turner, Carol Fitton

Fr. Chris called the meeting to order at 6:32 p.m. Steve DeCaro offered the opening prayer.

Consent Agenda: A motion was made by Tom Horan, seconded by Steve T, to approve the Consent Agenda, which includes the minutes from the August 20, 2024 Vestry meeting.

Finance Report (prepared by Tom Simson):

Bright Beginnings: YTD August Tuition receipts, which comprise the bulk of Bright Beginning's Income, were \$510K, up 11.8% compared to \$456.3K YTD August 2023, while YTD August Income increased 31.7% to \$652K vs \$494K YTD August 2023. YTD August expenses were \$550K compared to \$558.3K YTD August 2023, a drop of 1.5%. Tom noted that salaries comprise most of the expenses and these were down 3.5% from \$477K in 2023 to \$460.1K in 2024. YTD August 2024 Net Income is \$102K vs -\$63.3K in 2023, a definitive turnaround.

SMC: Tom S reported YTD August 2024 Church Donations of \$118.8K vs \$170.4K a year ago, a drop of 30.3%. He mentioned that there was a major gift (approximately \$50K) in early 2023 that favorably impacted last year's Donations. Other Revenue increased to \$85.2K from \$15.8K in 2023, due mainly to rent from the Beinecke Building. For YTD August 2024, Salaries and Benefits Expenses were \$242.6K vs \$206.4K YTD August 2023, an increase of 17.5%. The August 2024 YTD Operating Loss of -\$248.6K compares to -\$184.8K in 2023, a decrease of 34.5%.

Tom reminded us that while we have started receiving \$10K/month rental income for the Beinecke Building, the real estate commission (paid upfront) is being expensed over 12 months at \$8K/month, which means we will start receiving the income benefit of the full \$10K/month rent beginning October 2024. Until then, we will essentially have net rent from the Beinecke Building of \$2K/month.

Barbara reported that the investment balance was \$764,812 as of September 17, 2024. This reflects a large draw of over \$100K draw to pay for the balance of the air conditioning system repairs.

Digitization of Church Records: Steve DeCaro discussed the importance of preserving the extensive collection of paper memorabilia, historical information, and church records that are currently in boxes upstairs and his intention to start putting this information on the cloud. He will be starting this effort soon and is looking for volunteers to assist.

100th Anniversary Celebration: Marj reported the luncheon will be well-attended and that plans are coming along. The journal deadline is Monday. The Vestry will be taking a full page. Marj is hoping whomever is at church on Sunday can participate in a photograph for the page.

Fr. Chris mentioned that because Stephen is fully occupied by the organ project, he is pulling together a choir for the centennial service to sing an anthem.

Announcements / Upcoming Events:

- Fr. Chris announced the beginning of Friday night Sunday School, which will take place on alternating Fridays and will include activities for all ages.
- He also mentioned the East End Deanery clergy meeting is at St. Mark's tomorrow, September 18, and thanked Diane S for her invaluable assistance in hosting.
- Additionally, Fr. Chris referred the Vestry to his written Rector's Report, which contained the following information:

- The HVAC project is now complete. This included four compressor units, four new air handlers, and some upgrades to the heating system. Chris Adams and I will reinstall the ceiling tiles in the foyer and kitchen this coming week.
- The rectory needs a new refrigerator and dishwasher. The freezer section stopped working and the fridge cooling is minimal. The dishwasher also doesn't clean well. All appliances are the same age. Carol and I have identified replacements and will purchase them imminently.
- The Carillon has been ordered because of a generous donation by an anonymous donor. The new system will be installed sometime before Christmas.
- Stewardship 2024 "Walk in Love" Our Co-Chairs this year will be Diane Stewart and Tom Horan. Tom Hadlock and I will provide support. The program will roll out late October/early November.
- Upcoming Dates: 9/18 Deanery Clergy Meeting at Saint Mark's, 9/20 Friday Night Sunday School, 9/21 Robert Dalder Memorial Service, 9/25 Covenant Class Dinner and Holy Eucharist, 9/29 100th Anniversary Celebration, 10/4 Saint Francis Day Blessing of the Pets

Question and Answer Time:

- Timing of the Indoor Farmer's Market? Fr. Chris said it will begin the Saturday after Thanksgiving. Up until Christmas, it will be a Christmas Market featuring gifts and other items and then after Christmas it will return to being solely a Farmer's Market.
- Early Voting? Fr. Chris said it will take place in the Parish Hall from October 26 through November 3.

Closing Prayer and Adjournment: The meeting was adjourned at 7:16 p.m. with the reciting of the Lord's Prayer.

Next Vestry Meeting: Vestry meetings are normally held on the 3rd Tuesday of the month at 6:30 p.m. The upcoming meetings are scheduled for: October 15, November 19, December 17 at the Rectory, January 21, February 18, March 18, and April 15. The Annual Meeting is scheduled for May 4, 2025.

Respectfully submitted,
Carol Fitton, Clerk