

VESTRY MEETING
October 15, 2024
St. John's Episcopal Church – Midland, MI

Members In Attendance: Alissa Anderson, Deb Blackhurst, Eric Carlson, Eric Heglin, Gail Hoffman, Sue Rye, Fred Schuster. **Members Absent:** Angela Garcia, Paul Tolly. **Guests:** Ralph Rye (for Buildings and Grounds, present), Lowell Youngquist (via Zoom).

Meeting called to order at 6:31 pm.

Growth & Learning

Prayer requests were suggested by author Anne Lamott. 1. What you cannot do by yourself. 2. What are you grateful for. 3. Where did you experience a wow moment.

The vestry member prayer requests were compiled and Reverend Alissa led the prayers.

Business

- Approval of Agenda: Motion to approve by Fred Schuster; seconded by Gail Hoffman; passed.
- Consent Agenda: Without objection, declared approved.
- Approval of Minutes for September meeting: Motion to approve by Gail Hoffman; seconded by Eric Carlson; passed.

Discussion Agenda

- **Second Sunday Sharing :** Buildings and Grounds. Dave Whistler, Jerry Nielson and Ralph Rye were the speakers. A report will be ready for the Consent Agenda at the next meeting. Next Second Sunday Sharing is "Sources for Transformation".

- **B&G Downstairs Bathroom:** Three quotes are to be reviewed by B&G to install a bathroom downstairs. The bids from vendors should be around \$23,000 to \$36,000 dollars. There is tape in the Bell Room on the floor to show where the bathroom will be installed.

- **Brick Restoration: Williams Hall & Exterior:** We have a quote for the exterior brick restoration. It should be no more than a maximum of \$72,000. The quote for the interior brick restoration for Williams Hall needs to be done before the already quoted floor is done.

- **Learning Tree Preschool Lease:** The preschool is open to paying nominal rent for the space used. The contract will be for one year and with an option for a one year renewal. Cleaning supplies will be paid by the preschool. The vestry is suggesting an offer of \$400 per month for 12 months with utilities included.

- **Treasurer's Report: Cash on hand as of Sept 30, 2024:** Horizon Bank = \$120K before BNY \$49K monthly deposit. BNY Mellon savings = \$111K.

Sept Financials (\$50K additional revenue and \$22K lower expenses): Revenue = \$19K member revenue + \$63K endowment + \$50K other = \$130K vs \$85K(budget) pledges. Organ fund plus misc. income = **\$49K + \$1K.**

Expenses = \$31K Salary/Benefits vs \$39K(budget) + \$40K Other expenses vs \$62K (budget). Parking lot paid Sept \$13K. Did not pay medical / LTD insurance (\$3K) until October. Deposit for organ of \$115K paid in September but not recorded as major Capital Expenditure. No endowment outreach grants in first 9 months as planned – Paid \$57K in October.

YTD Financials for first Nine Months: Revenue = \$178K member/congregation revenue + \$586K endowment + \$125K other = \$893K vs \$766K(budget) Member revenue **\$6K** below budget of \$170K. Organ funding by pledges of \$107K not in budget. B&G projects thru Sept. = \$126K(actual) vs \$180K(budget). No SJEC funding of SAMs Pantry thru August at \$3K(budget) per month, resume in 4th Quarter.

Expenses = \$348K Salary/Benefits vs \$352K(budget) + \$372K vs \$556K(budget) Other = \$720K vs \$908K(budget) B&G projects for 2024 = \$126K. Need to capture \$115K organ down payment as an expenditure.

Depreciating assets needs to be added to the budget.

Action Agenda

- Eric Carlson moves to allocate an additional \$5,000 to the Samaritan Fund. Seconded by Deb Blackhurst; passed.
- Eric Carlson moves to add \$400 to the misc. operating program expenses line (a one time adjustment because of a Love Knots outreach program). Seconded by Fred Schuster; passed.
- Eric Carlson moves to increase the budget line for the columbarium by \$700. Seconded by Fred Schuster; passed.

Review of Action Items

- Contact Denée Koonce about Trunk or Treat - Eric Carlson -done
- Work with Ellen Woodard on columbarium handout - Eric Carlson -done
- Notify Lowell Youngquist about Ball and Williams funds draws - Eric Carlson -done
- Find and acquire MCFAN lease and check with Dana and Anthony about attending a Vestry meeting - Reverend Alissa -ongoing
- Tell Building and Grounds that carpeting is approved - Deb Blackhurst -done
- Talk to Reverend Alissa about public prayer - All Vestry members -done

● Summary of New Action Items

- Confirm quotes and locations for downstairs bathroom with Nick. - Deb Blackhurst
- Check with Colleen about posting the organ payment. - Eric Carlson
- Generate outline of agreement with preschool. - Reverend Alissa and Wardens
- Find and acquire MCFAN lease and check with Dana and Anthony about attending a Vestry meeting. - Reverend Alissa
- Get budget process rolling. - Reverend Alissa

Closing prayer. Motion to adjourn by Fred Schuster; seconded by Sue Rye; passed. Meeting adjourned at 8:25 PM.