

St. John's Episcopal Church

610 Young Street

Melbourne FL 32935

Vestry Minutes

October 16, 2018

**Present:** Anneke Bertsch, Steve Bradley, Bill Chernault, Ben Kendall, Hal Martin, Linda Miller, Kathy Oas, Lee Steininger, Eric Turner, Katie Wilson

**Absent:** Linda Fletcher Julie Miller

The meeting was called to order at 7:04 p.m., by Father Eric with prayers and remembrances for family, friends, and members and loved ones of the Vestry and the congregation.

**Formation:** Nehemiah 5 – When difficult situation is observed, try to see it from the perspective of others. When wrong is observed, speak up and boldly. Point back to God.

**Minutes from September 20, 2018 Vestry meeting:** The minutes were reviewed. A motion was made, seconded and the minutes were accepted unanimously with one correction ('available funds in the Restricted Account - \$2,023, not \$21,023 - note within Treasurer's Report).

**Treasurer's Report:** Steve Bradley reported financials for the month ending September 30, 2018. Financials contained Summary Comments, the September 2018 balance sheet, September 2018 Financial Summary and September 2018 Cash Flow, 2018 Restricted Funds Summary, and 2018 Outreach Contributions.

Revenues for the month were \$23,920 against a budget of \$17,550 – exceeding budget by \$6,370. Expenses for the month (\$17,499) were lower than budget (\$3,837). The month ended with \$6,421 surplus (revenues to expenses) instead of the budget expectation of a \$3,786 deficit for the period. The current year to date deficit (\$2,019) plus Cash Flow monthly projections (\$2,223) point to a projected year end surplus of just over \$200. Events contributing to this state of the financials include two estate gives totaling \$4,100, parishioners catching up on pledges, and Fire & Liability Insurance payment of one month rather than quarterly amount saving St. John's over \$3,000 expense. Steve made note that \$19,000 income will be needed in the period October thru December to make the budgeted revenue amount of \$212,683.

The restricted funds account ended the month with a balance of \$34,922 of which \$33,378 is committed. This leaves a \$1,544 surplus of available funds in this account. 2018 Outreach to date was \$8,085.45 - \$1,673 to Clergy Discretionary Fund, and \$700 to Habitat for Humanity Apostles Build, \$520.45 to God's Pantry, \$942 to Nana's House, \$1,165 to Solar Light for Africa (SLA), \$436 to Santiago Families, and \$786 for the Children's Hunger Project, and \$1,424 to Family Promise of Brevard (collected in July and August and to be paid to FPOB), \$439 to Brevard Rescue Mission.

A motion was made, seconded, and the Vestry approved the Treasurer's Report.

Steve Bradley distributed an updated/revised Budget and related assumptions. Increased diocesan contribution requirements (expected to be \$4,000 more in 2019),

medical insurance increases contribute to pressure on a break-even budget for 2019. Revenues of \$215,216 (compared to \$212,683 in 2018) will be required to realize a break-even budget in 2019.

A motion was made, seconded, and the Vestry approved 2019 Proposed Budget. This budget will be the basis for the 2019 Stewardship campaign. A final budget will be distributed and voted on at the annual parish meeting in January 2019.

**Sr. Warden's Report:** None.

**Jr. Warden's Report:** Kathy Oas reported that the broken trees in the west parking lot were removed to the extent possible by available volunteers and equipment. Large broken tree parts and stumps remain and while Kathy explores expense for stump removal, the Vestry discussed the advantages of leaving them – a barrier to pass-through traffic for example. A broken toilet in St. James house was repaired and paid for by Bob Stitzel.

Kathy named a list of repairs and maintenance activities coordinated, performed by, and/or paid for by Bob Stitzel and Lee Steininger. The list is as follows:

1. Pressure cleaned and sealed Memorial Garden pavers (Memorial Garden Fund)
2. Pressure cleaned and painted the North and West walls of the parish hall.
3. Repaired and repainted walkway metal railings.
4. Repaired and painted walkway roof
5. Repaired entry floor and porch floor of the Flower House.
6. Boarded up the back porch of the Flower House (removing external access to power and water).
7. Repaired and painted curb stops
8. Painted parking lot lines
9. Repaired and re-paved damage in the south parking lot

**Rector's Report:**

Insurance Update: Insurance Update: The hurricane deductible under the new policy is lowered from original 7% to 2%. A question of whether this is on an aggregate or assessed value remains.

Reaching our Neighborhood: A Parish Meeting was held Sunday, September 30, 2018 at 9 a.m. in the Parish Hall.

The plan for 2019 continues to evolve; however thoughts are to hold 2 campaigns:

1. Reaching those who used to come to St. John's and stopped
2. A mail campaign to residents in the immediate area, targeting the holidays (early/mid-December). There are 591 addresses in the immediate area, expenses are expected to include \$100 for printing, and \$100 to purchase the mail list.

A coordinator for each or both campaigns will be recruited from within the parish.

Long Range Facility Plan: Lee Steininger submitted an updated Ten Year Facilities Plan dated October 16, 2018. A copy of this plan is submitted as part of the minutes.

Fall Stewardship: planning by Fr. Eric, Hal Martin, and Jack Kenworthy continues  
Delegates to the 50<sup>th</sup> Anniversary Diocesan Convention (February 1-2, 2019) must be named. Three delegates and three alternatives are needed. Ben Kendall and Anneke Bertsch agreed to be delegates.

The Diocesan Revival, in advance of the contention needs volunteers. Ben Kendall volunteered for this effort.

Following prayer, the meeting was adjourned at 9:11 p.m.

The upcoming meetings for 2018: November 29 (moved from Nov 15), December 20, January 17, 2019.