

St. John's Episcopal Church
610 Young Street
Melbourne FL 32935
Vestry Minutes
February 21, 2019

Present: Teresa Chernault, Hope Johnson, Ben Kendall, Hal Martin, Joe McLaughlin, Linda Miller, Kathy Oas, Lee Steinger, Eric Turner, Katie Wilson

Absent: Steve Bradley

The meeting was called to order at 7:00 p.m., by Father Eric with prayers and remembrances for family, friends, and members and loved ones of the Vestry and the congregation.

New Vestry Members, webinar and discussion: Fr. Eric welcomed new Vestry members, Teresa Chernault, Hope Johnson, and Joe McLaughlin. The Vestry watched a video created by the Episcopal Church Foundation regarding Vestry orientation and resources available to Vestry members through the foundation.

Vestry members are encouraged to engage in discernment to understand how God is calling each to serve in this role. Members should understand the mission and vision of the parish, diocese, and greater church. Members serve the important role of stewardship over the church's resources; however, the challenges facing today's vestry members calls each to embrace leadership skills required to navigate into the future.

Fr. Eric followed the video with his basic reminders to all Vestry members: (1) we are all adults - take responsibility for being prepared, for voicing opinion, to discuss. Use Vestry email to inspire research; (2) confidentiality is critical. Meetings are open to the public and anything discussed may be reported to the congregation unless discussed in "executive session" (such as personnel issues or misconduct allegations). It is not helpful to attach names to opinions, especially in a negative way. Topics discussed and decisions made are open. Vestry conduct should include not contributing to gossip. (3) Pay attention to what is going on in the life of the parish. Engage to listen and learn.

The Vestry is to read Part 3 of "Canoeing the Mountains" for the March meeting.

Minutes from January 17, 2018 Vestry meeting: Motion made, seconded, unanimously passed to accept the minutes with correction - delete repetitive 'of' in Jr. Warden's report.

Minutes from the Annual Parish Meeting, February 02, 2019: Motion made, seconded, unanimously passed to accept the minutes with correction - proper spelling of Joe McLaughlin's name.

Election and Appointment of Officers: Hal Martin was appointed by Fr. Eric as Senior Warden. The following were elected by the Vestry as officers: Steve Bradley, Treasurer; Anneke Bertsch, Assistant Treasurer; Kathy Oas, Junior Warden; Katie Wilson, Secretary.

Financial Report: Steve Bradley was absent and Fr. Eric lead the discussion of the finance report for the month ending January 31, 2019. Financials contained Summary Comments, the January 2019 balance sheet, January 2019 Financial Summary and

January 2019 Cash Flow, 2010 Restricted Funds Summary, and 2019 Outreach Contributions.

Revenues for the month were \$12,812 against a budget of \$14,250 – lower than budget by \$1,438. Expenses for the month (\$16,815) were slightly higher than budget by \$42. The month ended with a deficit -\$4,003 (revenues to expenses) - higher than budget expected deficit of \$2,523 for the period. Sizable annual pledges arrive in February with the result being January is usually a down month.

The restricted funds account ended the month with a balance of \$31,213 of which \$29,919 is committed. This leaves a \$1,294 surplus of available funds in this account.

Fr. Eric provided a description of the Restricted Funds: Memorial Fund and Restricted Funds: Memorial Garden. The Memorial Fund reflects monetary gifts made in memory of someone. Wide discretion of how and where to apply the funds is allowed and generally is used for worship life. The Memorial Garden funds are specifically used for the perpetual care and maintenance of the Memorial Garden.

A request to move \$1,400 from Reserve Committed Funds to be used for tree removal expenses was made. A motion to approve was seconded. Approval was unanimous.

2019 Outreach to date was \$1,170 to Clergy Discretionary Fund.

A motion was made, seconded, and the Vestry unanimously approved the Treasurer's Report, subject to audit.

Sr. Warden's Report: None.

Jr. Warden's Report: Kathy Oas reported accomplishing significant clean out and organization of the following: A/C closet, Deacon's office, and the Flower House. The toilet in the nursery was repaired. Ray McClendon replaced fluorescent bulbs throughout the Parish Hall and Richard Huffman repaired fixtures. Finally, Hector, the bug/pest professional, will evaluate the Flower House to rid it of rodents.

Rector's Report:

Leasing St. James House: The City director of planning responded and St. John's can proceed with a residential lease without any inspection. The broker's commission for leasing the property reflected a reduction (50% reduction to \$250) from original amount anticipated. The following were proposed to prepare the property for rental: authorize cleaning, stripping, and waxing the floors, install smoke detectors, install a hot water heater, install a small refrigerator and re-key the property.

Discussion about the monthly rental amount of \$500/month and the impact of renting St. James house on St. John's participation with Family Promise of Brevard was held.

It was noted that an amount greater than \$500/month could be charged, that the amount was less than similar property rental in the neighborhood as indicated by informal canvassing by a Vestry member. The fact that the facility has no oven/stove (and the current interested renter does not need or want this) no washer/dryer, and that \$500/month was the amount established with the interested renter was considered.

A motion was made, seconded, and approved for the following: (1) authorize cleaning, stripping, and waxing the floors, install smoke detectors, install a hot water heater, install a small refrigerator and re-key the property; (2) authorize signing a lease for \$500/month with notice that the rent will increase at the end of the 12-month period to a substantially higher amount.

The impact of the leasing of St. James House on St. John's Family Promise of Brevard commitments was discussed. It was noted that the following spaces are available for FPOB use: nursery, chapel, Flower House, Parish Hall, and the office space currently used by Young Life. The pros and cons of each space were weighed, including bathroom access, expense and efforts to make livable (Flower House), and future purchase of better partitions for the parish hall. The Vestry will reassess at the March meeting.

Sale of Property Update: The detailed response materials were sent to the Diocese. the meeting date for members of the St. John's Vestry to meet with the Diocesan board is March 21.

Change of date for April meeting: The Vestry agreed to meet on April 11, 2019 instead of April 18. A vestry "mini-retreat" will be held on Saturday, May 4 at Kathy Oas' home.

Following prayer, the meeting was adjourned at 9:35 p.m.

Upcoming meetings for 2019: March 21, April 11, May 16, June 20, no meeting in July, August 15, September 19, October 17 (FPOB hosting, likely location change), November 21, December 19, and January 16, 2020.