



Meeting of the Vestry
August 15, 2023, 5:00 - 7:00 pm

Vestry members present: Leslie Uddin, Nancy Easterlin-Smith, Chris Elwell, Jim Reese, Martha Evans, Diana Parise, and Jed Dennard; via Zoom: Man Martin, Gay Jolley, Man Martin, Grant Ford; Absent: Scott Madden, Caroline Rose

Clergy present: The Rev. Monica Mainwaring (via Zoom) and The Rev. Colin Brown

Guest present: Maria Madden

Substitute Clerk: In Scott Madden's absence, Nancy Easterlin Smith served as clerk

Call to order: The Vestry met in person in the library of the Church. Monica called the meeting to order. Clerk certified a quorum and Colin led us in the opening prayer.

Dwelling in the Word: Nancy Smith read a passage from Mark (11:12-14, 20-21). Last vestry meeting we talked about how to recognize when God is telling us to "try the other side of the boat," in other words, make even a small seeming change that could have big results. This is a harder scripture and asks us a harder question: how to recognize when God tells us, "Enough is enough, be done with this, it's over." How do we get the grace to leave behind what isn't working and – I won't use the loaded phrase, "wash our hands of it," – shake the dust from our feet and move on? When do we know when it is time to quit?

Clerk's Report (Nancy Smith):

- Vestry approved the June minutes with no changes.
- The next Vestry meeting will be Tuesday, September 19th (5:00 pm - 7:00 pm) followed by dinner.

Upcoming Important Dates

- Celebration of New Ministry (Installation of New SMES Head of School), Thursday, August 19th at 1:30
 - Those planning to attend: Nancy Easterlin Smith, Diana Parise, Chris Elwell, Man Martin, Grant Ford, Colin Brown and Monica Mainwaring
- Advent Party, December 8th
- Vestry Future Meetings: 9/19, 10/17, 11/14; Advent Party 12/8

New Business:

Welcome Maria Madden, SMES Head of School

- Maria is excited to be at the school and looking forward to orientation, installation and working with Monica, Colin and the Vestry

- Items to be addressed include (1) the shared use agreement and (2) the financial negative pledge situation, (3) safety and security.
- Maria hopes to attend a vestry dinner in the near future.
- The vestry introduced themselves.

Liaison Reports:

Children's Ministry Liaison: Man Martin

- Formation has begun for the 2023-24 program year
- Curriculum is based on the Catechism

Youth Ministry Liaison: Nancy Easterlin Smith

- Successful J2A Pilgrimage in June to Banff
- Kick-off Pool Party at Leigh and Grant Fords home was well attended in spite of the rain.
- Youth formation/confirmation prep kicked off Sunday, August 13th with 11 kids. Leaders are Colin, John Betz, Vince Vitti, and Nick Viola. Colin has reached out to others who were missing and/or out of town.
- Youth Group: Oasis (Rite 13) and Crossroads (J2A) kicked off Sunday, August 13th 5:00 – 7:00 p.m.. Had a total of 14 kids – 6 in Oasis and 8 in Crossroads. Molly Herman-Gallow and Raine Hyde led Oasis, and Holly Webb, Rebecca Halberg and Colin led Crossroads. Sam Griffin has COVID and will join next week

Development/Stewardship Liaison: Man Martin

- Preparing stewardship letters customized to the various audiences, i.e., continual givers, never pledged, etc.
- Graphic created by Nancy Smith

Outreach/Suthers Liaisons: Jim Reese/Caroline Rose

- One St. Martin's sponsored by Committee.
- All outreach organizations represented and gave a 2 minute intro to their mission
- Centerpiece of each table outlined how the Outreach funds are distributed.

Strategic Planning Co-Chairs: Grant Ford/Diana Parise

Update on the 3 Initiatives:

- *Initiative A: Campus Plan*
 - Brad Ferrer provided updates on (1) survey of property by Southland Engineering at a cost of \$12,500 due to be completed by early-September; (2) Childers Associates providing appraisal of property at a cost of \$5,200 and is estimated to take 60 days and (3) ground lease agreement and distinct operation agreement being prepared by Sam Chambliss - our attorney.
- *Initiative D: Connecting the Cradle to Grave Journey*
 - Priority #1 – Middle School Families
 - Priority #2 – Late Adulthood/Retirees
 - Priority #3 – Young Adults
- *Initiative C: Communications*
 - Next Strategic Planning Committee meeting will be dedicated to Communications

Worship Liaisons: Man Martin/Jim Reese

- Has not been a need to meet regularly. Plan to meet seasonally as liturgical calendar changes approach.

ONE St. Martin's Liaison: Caroline Rose

- Caroline Rose not present

Junior Warden's Report: Martha Evans

- Gable Hall Media upgrades - new projector and speaker installed
- Green team recycling bins in place
- Prayer Garden Water Line in place; planning committee meeting upcoming
- Kathy Evenson's rugs have been cleaned and placed;
- Security enhancements ongoing
- Water problem continues off to the side of classroom that was flooding; groundwater getting in and running down the wall; Quentin and David Pew getting proposals \$7,000-11,000; \$10,000 buffer money that endowment has already approved but we have not used; once we have the estimates Martha will ask for approval to ask endowment fund for that money
- HVAC system needs updating getting pricing from existing vendor EMCOR and others. HVAC runs on pipes that's life expectancy is 50 years. Pipes are 50+ years old. Auto-fill sensor out so there was no water for system to cool evaporative cooling system. EMCOR is proposing one extensive system, Wilson simpler, Polson Cheek working on proposal, David Pew getting a guy to review the proposals. Will consult with school also.
- Kitchen renovation is still a desire. Creating a list of desired amenities and working with Chris Hal, restaurateur offering free consulting. Asbestos abatement would have to be done first. Will we have the money given that HVAC may need addressing? What are the priorities?

Treasurer's Report: Jed Dennard

- We started 2023 with a budgeted shortfall of \$249,982. In July, expenses exceeded revenues by \$52,055. This gives us a year-to-date deficit of \$214,839. We fully expected the deficit to widen during the summer. In July, we sold \$45,000 worth of treasuries to replenish our cash position. This came out of the Synovus money market account.
- Stewardship Update: As of 08/06/2023, we now have 218 pledges totaling \$928,486 for 2023. This is an increase of \$6,560 since our May meeting. We budgeted for \$926,062 in pledges.
- Leslie's Notables for July
 - Revenues were below the budgeted amount for the month.
 - A \$45,000 draw was made on the Treasuries Money Market account.
 - Deacon's mileage is over for the year and will need to be appropriately budgeted in 2024.
 - The line item for flowers is over for the month and year. Executive is aware.
 - Audit Expenses for 2021 were paid in full in July. This line item is over for the year as the audit was more than originally budgeted as The Church and Endowment were combined. Expenses for the Year Ending 2022 are reflected in August.
 - The Contingency line item is currently being utilized to pay the Deacon's Stipend as required by the Diocese. (We were not aware of this expense during 2023 Budget planning) In addition, all expenses related to the work on a shared stewardship agreement with SMES are coming out of this line item as well.
 - The electric line item was over for the month as expected in the summer months.
 - Sanitation is over for the month. We have renegotiated our service to include recycling.

- Endowment Grant Expenses and Projects is housed under Building and Grounds. This will reflect the expense for the “Gifts from Endowment Fund” income line item. This month, costs totaled \$10,571.22. This was fully funded by the Endowment Fund Gift as part of the \$115,198. As you have seen in the bulletin announcements, the amount of this gift is subtracted each week from the revenue amount. The amount of the expense to date is also subtracted from the expense amount so that the net total is more clearly represented to the parish.

Category	2023		2022		2021	
	July	YTD	July	YTD	July	YTD
Revenues	\$ 62,338	\$ 689,418	\$ 47,233	\$ 529,974	\$ 61,974	\$ 653,086
Expenses	\$ 114,393	\$ 904,257	\$ 99,661	\$ 677,923	\$ 180,146	\$ 709,282
Net	(\$52,055)	(\$214,839)	(\$52,428)	(\$147,950)	(\$118,172)	(\$56,196)

How Did We Do From August – December in 2021 & 2022?

- 2021: Surplus of \$82,289
- 2022: Surplus of \$88,857

Key Overage Line Items Year-To-Date

- Deacon’s Mileage – Victoria submitted \$992.50 of expenses from 2022 on January 3, 2023.
- Flowers – We budgeted for the usage of a combination of real and silk flowers. The Flower Guild has requested that we use real flowers instead. This has caused the overage. We can discuss if this is appropriate moving forward. Finally, the bill for Christmas flowers hits in January, so the bulk of our costs have been incurred.
- J2A Pilgrimage – The J2A expense line item is well over budget, but we actually had revenues of \$36,164 against total Pilgrimage expenses of \$36,234: \$3,500 from the youths’ parents, \$5,974 from fundraisers, \$10,000 in our budget and \$16,690 from the Endowment. Some of these revenues were recorded in 2022.
- Parish Retreat – We had to pay for next year’s retreat, but there are revenues that offset all of this.
- Extinguisher – This is tied to the vent work that had to be done in the kitchen.
- Prayer Garden Improvements – This was not a planned budget item last year, but a donor offered to cover the bulk of the costs if the improvements were made.
- PMS&R – Includes \$13,000 for carpet that was billed in 2023 but covered by a 2022 Endowment Gift. Also includes asbestos mitigation and downspout work, carpet cleaning in Gable Hall and Espace software for facilities management.

July 31

Balances

Synovus Operating	\$ 49,862 (-\$23,819)
Synovus Projects	\$ 138,806 (+963.47)
Synovus Money Market	\$ 163,016 (-\$43,485 from May. Pulled \$45,000 to support cash flow)
State Street Investment	\$1,310,029 (+\$34,820 MTD and +117,305 YTD including \$30K draw in June)
Endowment Fund	\$3.783 Million (+ ≈ \$69,000)

- Diocesan Fair Share Commitment for 2024 approved at 10%

- Employee Retention Tax Credit: St. Martin's appears to be eligible for a ERTC of \$40-50,000; pay the auditors to complete paperwork and submit to IRS; cost is approx. \$5000 and there is no guarantee we will get the ERTC. Auditors have been successful St. Anne's, St. Catherine's and others. Vestry approved but not unanimously

Senior Warden's Report: Grant Ford

- Thank you to Monica for planning well and to the Colin and the staff for executing her plan.

Associate Rector's Report : Colin Brown

- Good summer, accomplished much
- Majority was preparing Molly to take over the youth program
- VBS great week
- Formation kick-off pool party off to a great start
- Held training for youth leaders, hosted a parent info meeting, and produced a youth leader manual

Rector's Report: (Monica Mainwaring

- Gratitude to all for keeping everything going
- Gratitude to Colin for shepherding staff
- Continue having different voices in the weekly e-news
- Sabbatical was a real gift. Saw a lot and interacted with many people...history, power, faith...thoughts on use of churches. Two issues of central importance: peace and climate
- What does our faith require us to do?
- Plans to share details at a later date

Closing prayer (Colin Brown)