

St. Thomas' Episcopal Church
Vestry Minutes

December 17, 2024

Those attending: Rev. Ryan Whitley, Senior Warden Mary Jane Park, Junior Warden Tom Shevlin, Treasurer Mary Clark, Pam Holley, Wade Hamby, Colin Burkhardt, Kayla Mitchell, and Secretary Bill Barns.

Opening Business: The meeting was called to order at 7:00 p.m.

Opening Prayer: Prayers were offered by Fr. Ryan. He shared his vision for the future at St. Thomas'. These remarks were based on those provided initially at a Capital Campaign meeting earlier in the month and included both outward facing and inward inspired dimensions.

A motion to approve the November Vestry Meeting minutes (which included the addendum to select a build-back vendor) was made by Bill Barns and seconded by Kayla Mitchell. The motion was approved.

Building and Grounds

- Old business:
 - Plumbing. The water main break that occurred during Hurricane Milton at the Rectory will be repaired tomorrow.
 - Gutter replacement installation has been completed.
 - The Curry Garden work will commence after Christmas and is to be completed in January.
- Build-Back
 - The Certificate of Commencement was signed and work is scheduled to be completed in the March / April 2025 timeframe. A small design Team has been assembled from St. Thomas' that will select materials.
 - A meeting with Erica Klevers (Diocesan liaison to FEMA) will facilitate paying expenses intended to mitigate future flooding, (e.g. installation of tile flooring).
 - Lost content. An action item will be to itemize a list of lost content; will seek volunteers to assist.
- New Business
None

Our Mission:

Making a difference for others because God is making a difference for us.

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Finance, Administration and Worship

Treasurer, Mary Clark, provided the financial update:

BALANCE SHEET

- The main endowment had a ~\$37K gain and Altar / Youth bequest had a ~\$6K gain in November. The release of funds from the Altar / Youth bequest to subsidize the nursery attendants (\$10,488 youth) and sanctuary cleaning (\$7,300 altar) that was a part of the approved budget has been requested.

INCOME STATEMENT

INCOME

- Pledge income remains ahead of budget, with non-pledge revenue still falling short.
- Open plate is down for the month and year to date.
- Diocesan reimbursement is under budget due to the discontinuing of Diocesan subsidy for Anne Hartley upon her departure.
- Overall, revenue is under budget for the month and is spot on with budget year to date.

EXPENSE

- ACCT 511941 Bank Service Charges – These charges are higher than usual due to the **large sums of hurricane restoration donations processed** through online giving.
- Overall, expenses are in-line with budget for the month and are under budget year to date.

NET INCOME

- Net income remains above budget month and year to date.

A motion to accept the November financial report was made by Bill Barns and seconded by Wade Hamby. **The motion was approved.**

- Other financial matters:
 - The 2025 draft budget is being prepared and will be ready for Vestry review and vote at the January meeting. It will then be ready to share with the parish prior to the annual meeting.

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- Of concern is the ability to hire a part-time assisting priest or not. Several factors influence this decision, including the increased liability insurance, health insurance, a full-time Organist / Choir Master (O/CM), and the uncertainty about post-storm pledges.
- Stewardship 2025 update: pledge \$413,054 received to date; \$123,558 short.

Senior Warden's Report

- Vestry candidates. Mary Jane Park provided an overview of the process.
- Endowment Policy Revision. The Vestry reviewed the revised draft prior to the meeting which included several updates and clarifications.
A motion was to accept the revised Endowment Policy was made by Mary Jane Park and seconded by Kayla Mitchell. **The motion was approved.**

Rector's Report

- An annual award will be established to honor a parishioner who has distinguished him or herself by service to St. Thomas'. A presentation will then be made at the annual meeting.
- Ordination Certificate. Rev. Dcn. David Gould's certificate was presented by Fr. Ryan to the Vestry for prayerful discussion. The Vestry approved and signed document.
- Endowment Committee candidates. Jack Day and Charlie Friedlander have both accepted the positions to serve.
A motion to appoint Jack Day and Charlie Friedlander to the Endowment Committee was made by Mary Jane Park and seconded by Mary Clark. **The motion was approved.**
- The Rectory will be listed for sale soon and the paperwork signed.
- The Vestry discussed using the Christian Education fund to support a workshop on use of Anglican Prayer Beads in February, 2025. The facilitator will be Rev. Cn. Shana McCauley, Rector at Trinity Portland, OR, who will conduct the session on February 15th followed by preaching a sermon on February 16th.
A motion to approve up to \$2,500 from the Christian Education Fund to finance this initiative was made by Mary Jane Park and seconded by Kayla Mitchell. **The motion was approved.**
- Vestry retreat at Day Spring re-scheduled to 28 – 29 March.

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Affirmation

The Vestry extended its sincere appreciation with individual letters to **Lee and Teri Coryell** for their tireless efforts with Pack-a-Snack and to **April Birdsong**, Associate Organizer at the Faith and Action for Strength (FAST), to enable St. Thomas' congregational membership.

The next Vestry meeting will be held on January 21, 2025.

On the Horizon: *Growing Together in Love*

20 JAN	Dr. Martin Luther King, Jr. National Day of Service at Benison Farm
26 JAN	St. Thomas' Annual Meeting / Vestry Election
15 FEB	Canterbury Workday at Benison Farm (All sessions 8 – 10 a.m.)
8 MAR	Canterbury Workday at Benison Farm
28-29 MAR	Vestry Retreat at Day Spring (overnight)
12 APR	Canterbury Workday at Benison Farm
10 MAY	Canterbury Workday at Benison Farm

The meeting adjourned at 8:30 p.m.

Respectfully submitted,

Bill Barns, Secretary

DISTRIBUTION:

Rector, Deacon, Wardens and Vestry, Director of Finance, Parish Administrator, Endowment Committee Chair, Capital Campaign Chair

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