



ST. MARTIN-IN-THE-FIELDS
E P I S C O P A L C H U R C H

Vestry Meeting Minutes

Date: November 9, 2023
Meeting Open: 7:03 p.m.
Next Meeting: December 14, 2023

Submitted by: Deanna-Marie DiPirro
Adjourned: 9:11 p.m.

Present:

Fr. Nick Evancho
Pete Schlau, Sr. Warden - *Via Zoom
Irene Ehde, Jr. Warden
Melodie McEvoy
Allie Porter
Kris Dodge
Dawn Farquharson
Jerry Cahill

Amy Heist
Joe Childs - *Via Zoom
Carol Northrup
Sharon Jones - ABSENT
Ellen Valvo – Guest
Mike Somer – Guest
Charlotte Craig - Guest
Sue Foley - Guest

1. Fr. Nick Evancho led the Vestry in prayer.

2. Call for Additional Business

- Fr. Nick stated that he will be reorganizing the agenda for tonight's meeting due to the guests that have joined us, as he will allow them to speak first, and then the budget can be discussed.
- Fr. Nick asked if there were any additions to the agenda, and Amy Heist would like to add Fundraising.

3. New Business/Reports

a) Comedy Night Planning

- Ellen Valvo joined the meeting tonight to discuss the planning of another Comedy Night, as it was a popular event and people have been requesting another one.
- There are 2 options to choose from:
 1. Have the event at Rob Lederman's new club – "Rob's Comedy Playhouse" at 3200 Elmwood Ave.
 2. Or have the event at the Sandy Beach Yacht Club again.
- Ellen discussed pricing for each venue, and what would be included.
- Ellen recommends selling tickets to parishioners first, for possibly 2 weeks, and then opening it up to the community.
- It was requested to have a Friday and Saturday night show, but Ellen recommends having a second night later in May for those that are out of town for the winter months.
- The Vestry discussed dates and venue, and decided on Saturday, February 3, 2024 at Rob's Comedy Club.
- Ellen stated that the club only serves beer/wine/soda and does not have a full bar.
- Tickets will be \$25 each, which is the same price as last year.
- Ellen stated that a \$500 deposit is needed to book the event and hold the date.
- Kris Dodge motioned to set the date for the next Comedy Night for Saturday, February 3,

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2024 at “Rob’s Comedy Playhouse” and to allot \$500 out of the Capital Drive to pay for the deposit. Joe Childs seconded the motion. The motion passed by a unanimous vote.

b) Pet Pantry Report

- Charlotte Craig and Sue Foley joined the meeting to provide the Vestry with the Pet Pantry Report.
- This outreach program is currently in its third month.
- The committee is looking to build an additional Blessing Box for the Pet Food Pantry, where it can be utilized anonymously at any time.
- The Vestry discussed the plan to build, finance, and replenish this new Blessing Box, as it has been difficult to keep the original Blessing Box stocked every week.
- Fr. Nick stated that we need to remember that this is an outreach program offered to the community for assistance, and not a true food pantry, and the same would go for the Pet Food Blessing Box.
- The Vestry and Fr. Nick agreed to have the committee move forward with the planning of this addition.
- The Vestry thanked the ladies for all their hard work.

4. Review/Acceptance of October Minutes

- Fr. Nick asked if there were additions or corrections to the minutes of the October 5, 2023 meeting, and Pete Schlau would like the minutes to reflect a change in verbiage for the funds that were moved from one account to another to read as “reclassification of funds” instead of “correction of funds”.
- Amy Heist motioned to accept the October minutes with this change, and Joe Childs seconded the motion. The minutes were accepted by a unanimous vote.

5. Financial Reports – *from Mike Somer

- Fr. Nick went through the October financial statement and stated that parish giving is up approximately 10% over last year.
- Dawn Farquharson motioned to accept the financial report for the month of October, and Amy Heist seconded the motion. The motion passed by a unanimous vote.
- Discussion took place regarding the Vestry vote by email on October 12, 2023 to transfer \$2000 from the Gift Fund to the Operating Account. \$2100 was transferred, and Allie Porter motioned to move the additional \$100 from the Gift Fund to the Operating Account. Dawn Farquharson seconded the motion. The motion passed by a unanimous vote.
- Fr. Nick stated that there are now systems in place to ensure that this does not happen in the future.
- Mike Somer discussed the annual Audit that was just completed for 2022. There was a committee formed last year to complete this because our auditor passed away. The committee includes:
 - Paula Cramer
 - Mark Korzelius
 - Pete Schlau
 - Howard Chipp
- This audit report is sent to the Diocese after it is completed as well.
- Mike Somer went through the report and ensured that there were no questions from the Vestry.

6. New Business/Reports (*cont'd)

c) Fundraising

- Amy Heist suggested a new fundraising idea to the Vestry – an air freshener fundraiser.
- The owner of Popular Graphics has agreed to work with us to create 4 different air fresheners to sell for \$10 each, with a 60/40 split. They would be pre-ordered by those interested, and there would be no financial commitment from St. Martin's.
- The Vestry agreed that Amy may move forward with this fundraiser.

d) Jack & Jill Lease Planning

- Fr. Nick stated that Jack & Jill requested a multi-year lease for financial planning reasons. They also requested a maximum of a 10% rental increase each year.
- Fr. Nick must receive approval from the Diocesan Standing Committee for any multi-year lease.
- Fr. Nick discussed putting steps in place to ensure that the lease is signed by the tenant in a timely manner moving forward and reiterated that good communication goes a long way.
- Fr. Nick will follow-up with the Jack & Jill Board President.

c) 2024 Budget Approval Vote

- Fr. Nick discussed the budget sheets that were dispersed to the Vestry and what information is found on each sheet. There was a preliminary option 1 and preliminary option 2 sheet.
- Fr. Nick stated that the giving amount increased, to coincide with the 10% increase we have currently been receiving.
- Fr. Nick also stated that this situation is not uncommon with the building and growth of a parish, especially since we did not have a Stewardship Drive this year and chose to concentrate on the Capital Drive.
- Fr. Nick and Deanna excused themselves from the Vestry meeting while the options and staff compensation were discussed.
- After the discussion concluded, Irene Ehde motioned to choose option 1 for the final 2024 budget decision. Jerry Cahill seconded the motion. The motion passed by a unanimous vote.

7. Additional Business

- Further discussion took place regarding the building assessment of the rectory for the 2025 budget. Fr. Nick will contact the Diocese for assistance.

8. Adjourn

- Motion to adjourn was offered by Irene Ehde and seconded by Jerry Cahill. The motion passed by a unanimous vote.

Next Vestry Meeting

- The next Vestry Meeting will be on Thursday, December 14, 2023 at 7pm.

Attachments:

1. Vestry Meeting Agenda – November 9, 2023 – Fr. Nick Evancho
2. October Financial Statement – Mike Somer
3. 2022 Audit Report – Mike Somer
4. Vestry Meeting Minutes – October 5, 2023 – Deanna-Marie DiPirro
5. 2024 Preliminary Budget Sheets – Paula Cramer