

St. John's Episcopal Church Vestry Meeting
December 18, 2013

Members Present: Larry Bennett, Betty Culley, Ed Fain, Randy Pickering, Jim Suren, Debbie Swanson, Kim Roberts, Cindy Turner

Members Absent: Meegan Reidy and the Rev. Jan Oller

Others Present: John Culley

Jim Suren opened the meeting with prayer at 7:00 pm.

Minutes

The minutes of the November 20 meeting were adopted upon a motion by Betty Culley, second by Kim Roberts.

Financials

Financials are looking good. We don't foresee any major expenses in the month of December. Details are in the committee reports. Motion accepted upon a motion by Ed Fain, second by Betty Culley.

Liaison Reports

Columbarium – No new applications.

Christian Education – The children did a great job last weekend at the Christmas pageant. The adult forum continues with Rev. Jan on the Gospels.

Parish Life – there were about 20 people attending the wine tasting. The dinners are going well.

Property – Research on noise reducing paint has continued. 15 gallons of paint will be needed for the project. A proposal was presented for materials and labor. We will vote on this next month.

Outreach – The REINdear program was successful. Thanks to Ellen Ball for all of her work!

Warden's Concerns

We continue to look for vestry candidates.

Old Business

None

New Business

Budget – Ed Fain highlighted the proposed budget for 2014. We need to clarify line items for St. Martha's Guild and Parish life. See attached.

Increase the transfer to major building fund from \$2,000 to a revised amount of up to \$12,000 for the 2013 fiscal year. Accepted upon a motion by Ed Fain, second by Betty Culley.

Our next meeting will be on Wednesday, January 15th at 7pm.

The meeting concluded at 8:16 upon a motion by Larry Bennett, second by Debbie Swanson.

Committee Reports – December 2013

The name of the vestry liaison is listed with each committee.

Altar Guild (Betty Culley)

Altar Guild has purchased 2 new glazed pottery matching chalices and patens and one set of glass cruets which will be used during Lent. Also purchased were two new altar candles which have brass tops and are filled with liquid wax. These will be much easier for Altar Guild Members to open and close than those we have been using.

The new Altar Guild Schedule was distributed by e-mail to Altar Guild members on December 15. The schedule runs from January to mid-May and has been posted in the sacristy. The new 2014 Altar Flower Chart has been posted on the bulletin board outside Whitlock Hall. The chart will be passed among members during January's annual meeting.

The sanctuary will be decorated for Christmas after the service on December 22. The decorations will be removed on Sunday, January 5.

Financial (Ed Fain)

Income in the month of November exceeded expense by \$508, primarily due to pledged income coming in \$1,167 more than budget and expenses running \$1,079 less than budget. Overall, St. John's finances are in good shape year to date with pledged income running \$1,831 ahead of budget and total expenses running \$20,428 below budget. Year to date income has exceeded expense by \$14,634, resulting in a Church Operating fund balance of \$44,261 at the end of November, however we will need to transfer money from the Church Operating fund to the Building fund at year end to bring the Building fund back to a positive balance.

Gratitude (Ed Fain)

We have received 52 pledges for 2014 which total \$136,952 and don't expect to receive any additional pledges at this time. This represents an increase of \$6,652 or 5.1% over 2013. Pledge statistics are as follows;

1 decreased
17 remained the same
29 increased
5 new

Property (Jim Suren)

Brian A. & self installed some of the drywall inside the south enclosure above the sacristy... Brian is really talented in this & other projects he performs in our church house... We will be reviewing 2 bids for the sound absorbing paint for Whitlock hall... I will suggest a 30 day period for people to pray & discern the project & how it is to move forward if we choose.... We will continue to use the guidelines set out by Purdue University, channel 18 (Lafayette) & channel 13 (Indianapolis) on treating sidewalks when there is a measurable amount of "solid ice" that is to use a generous amount of dark colored sand with several applications if needed (dark colored to

allow more heat absorption from the sunlight) & wait till the ice softens & then remove in same manner as regular snow.

Someone chose to use an Electronic "E" cigarette in Whitlock hall Saturday evening at a party event. I asked the person to not use the "E cigarette" using the guidelines set up by other public buildings.... Instead of the building being "no smoking" it is better to enforce the building as "drug free"... This puts nicotine in the same category as other drugs thus allowing for the policy of "no use of smokeless tobacco & E cigarettes"... I will ask the vestry if that is our intent & our guideline for building use....

The Hope & Peace promised in our season of Advent waiting..... Safe travels to all..... Jim Suren

St. John's 2014 Budget Highlights

1. Total Revenues of \$152,926
 - a. Pledge commitments of \$136,952, up 5.1% over 2013 Budget
 - b. Includes provision for uncollectible pledges of (\$2,739), or 2% based on history from prior years
 - c. Non-Pledge/Plate Offerings of \$5,000, which is \$1,000 less than 2013 Budget and \$349 less than 2013 Actual YTD
 - d. Includes Mission Strategy Grant of \$10,000 which has not yet been awarded for 2014

2. Total Expenses of \$151,457
 - a. Provides 2% salary increase for Rector and Lay Staff
 - b. Assumes Secretary at 8 hrs/wk @ \$14.50/hr, significant reduction from 2013 Budget and lower than 2013 Actual YTD, but believed to be reasonable to meet our needs
 - c. Includes provision for Supply Organist 4 times per year at \$100 per occasion
 - d. Transfer to Major Repairs increased to \$4,000 from \$2,000 in the 2013 Budget in anticipation of future roof repairs
 - e. Aligned several ministry budgets with 2013 Actual YTD
 - f. Added line item for Gratitude Ministry/Pledge at \$150
 - g. Diocesan Apportionment increased to \$18,498 from \$17,793 in 2013 Budget
 - h. Increased Outreach to \$3,000 which represents a \$1,700 increase from 2013 Budget and a \$1,895 increase over 2013 Actual YTD

3. Bottom Line is \$1,469 positive
 - a. Total Revenue budget is conservative overall, with the only risk being approval of the Mission Strategy Grant
 - b. Total Expenses are for the most part comparable to 2013 Actual YTD while providing for salary increases, increased funding of Major Repairs, and increase in Outreach budget
 - c. Does not require utilizing money from any of the other funds to meet ongoing operational expenses

Ed Fain
Financial Chairperson
18 December 2013