**St. Bartholomew’s Episcopal Church**

**Vestry Meeting Parish Office and Zoom Videoconference**

**Tuesday, October 22, 2024, 6:30 pm**

**PRESENT EXCUSED/ABSENT**

The Rev. Nina Bacas*, Rector* Polly Getz-Enos, *Chancellor*

Jerry Gray, *Senior Warden* JD Cowart, *Vice Chancellor*

Joseph Snodgrass, *Junior Warden* Parth Domke

Bill Angus, *Treasurer* Will Smith

Anne Snyder*, Clerk,* remote

Helena Chan

Dan Crane

David Goff

Brooke Grandinetti

Sofia Grandinetti, *Youth Representative*

Judy Macemon

Greg Moran

Steve Natoli

Donna Watson

**Gather Together:**

The vestry checked in. Mother Nina offered an opening prayer.

**Consent Agenda:**

The consent agenda included the following items:

Approve Vestry Meeting Minutes of September 17, 2024

Approve September 2024 Financial Reports

Approve Resolution for Diocesan 2025 CLS Pledge Amount

With no objections, the vestry adopted the Consent Agenda as presented.

**Financial Discussion:**

* September Treasurer’s Report Bill Angus

See attached document, Treasurer's Report Month End September 30, 2024.pdf.

* For the month of September, income totaled $79,050, $482 more than August’s projection. The monthly result is attributed primarily to less than expected pledge income offset by greater than expected Music income. This month’s income also included the quarterly transfer from the endowment account. YTD total income was $784,252, and $19,094 less than originally forecast primarily due to the timing of pledge receipts. Facility use income was also significantly less than forecast for the month by $660 due to a realtors group failing to pay in a timely manner.
* For September, expenses totaled $82,827, $10,854 less than budgeted and $2,717 less than the August forecast due to lower janitorial costs. This resulted in a net loss of ($3,777). YTD expense totaled $765,478, $54,844 less than budgeted due to understaffing and resulting in year-to-date net income of $18,774 which is $35,750 more than originally forecast.
* The General Operating Fund balance sheet reflects liquid assets totaling $169,262 and payables and accrued expenses of $69,316. This results in $99,946 available cash for operating reserves totaling $89,621, which is a cash surplus of $10,325 needed to fund those reserves.
* The Outreach Fund 3 net assets are $89,561. The three largest funds include Haiti Building fund of $5,704 and General Outreach funds of $68,350 and Youth Mission fund $11,292. It is currently planned to wire $10,000 to the school in Haiti, along with $2,500 for building repairs to the school in Haiti as soon as Vestry approves the building repair funding request. This is earlier than anticipated, but food shortages in Haiti are mounting due to the border closing with the Dominican Republic.
* The Building Fund on September 30 has net assets less fixed assets totaling $2,769,949 of which $1,879,770 is in cash, government money market or CDs. The long-term maintenance portion of that cash is $178,058.

**Motion:**  Accept the September 2024 Treasurer’s Report.

**The Motion was moved, seconded and unanimously approved.**

See Motion under **Action Items**

**Rector’s Report:**

See attached document, 2024 October Rector's Report.pdf

Mother Nina shared the following:

Sacraments & Worship:

-Baptism of Piper delaMontaigne

-Wedding of Sharon Ross and Ruben Gonzalez in the Seven Oaks home

-Funeral for Rick Bramble

-Dedicated the Tabernacle Stand and attached a brass plate to acknowledge the gift

-Blessed 41 pumpkins for Head Start along with a number of quilts

Personnel:

-Jacob Robling will start on Tuesday, November 6. His days off will be Saturday and Monday. Mother Nina’s days off will be Friday and Saturday. Until ordination in May, his title is “Pastoral Associate & Youth Minister”.

Welcome and Connect:

-John-Luke and I are leading a Newcomers’ Dinner on November 13, 6:30pm, in the Sanctuary. We will plan them for spring and fall. Since it’s the first, we will invite all newcomers back to June 2023. Vestry is invited too, please RSVP to welcome@stbartschurch.org The next Newcomers’ Brunch is planned for January 2025.

Children & Youth:

-With Sheila Martin, we held our first Parents’ Night Out since our previous youth director departed.

-Karen Tansey is back as a Godly Play Storyteller, bringing our total to three.

Stewardship Campaign:

-We had a successful launch and pledge cards are coming in.

Fellowship:

-I attended the Golf Social lunch.

-Held the Gala Brunch at my home Saturday for 23 people.

Miscellaneous:

-I had five days of vacation this month but was present for all Sunday.

-We had another phishing attack. Scammers posing as me/clergy/staff ask parishioners for gift cards. An article will be in the e-News to warn the parish not to give out personal and financial information to the scammer.

**Discussion:**

* Ministry Liaison and Committee Reports
* Property Committee

See attached report, Property Committee October 2024 report to vestry.pdf

HVAC Bids. Joe stated that the hold on the 8 Carrier heat pumps had expired and those units are gone but has received new bids for the same type of replacements at similar costs. $70-$75,000 with life expectancy up to 25 years and a SEER rating of 14. Long Term Maintenance will fund the costs.

Wooden Trellis Dry Rot. The PC recommends not replacing the wooden tops but rather just removing the tops and for shade installing sail shades similar to the rest of the campus. Mike and Jessica can install the sails themselves. We have obtained two bids for the removal and electrical work so far, waiting for 1 more.

Stucco repair near the Chapel/Columbarium. Concrete spalling issues on the wall between the patio and walkway near the Chapel. Mike and his team can do the repairs on their own. It should be completed by late October. Steve informed the vestry that Pat Johnston informed him there is stucco damage in the Columbarium due to water seeping through from the hillside. Joe will get the issue on the facilities repair list.

Carpet replacement (carpet squares). Main upstairs Sunday School/meeting room, hallway/landing, staircase and nursery. Carpet squares can be easily replaced if anything is spilled. Three bids received for just over $20K.

Church parking lot signage/building signage. Signs are ordered, awaiting fabrication and shipment to us. It should be completed in the next few weeks. Costs will be funded by the Building Fund.

* Outreach

See attached document, Vestry resolution for Outreach - Haiti.pdf

Judy informed the vestry that three metal doors on storage lockers and corresponding locks are broken at the Epiphanie School in Loranette, as a result of tropical storm damage over the years since we built the school. These doors and locks provide security for food items and these items can no longer be stored at the school. The stairs leading up to the school are in desperate need of repair. Rev. Fiefie has asked for $2,500 to make these repairs. Bill said he will wire the funds tomorrow along with the year-end funding of $10,000.

**Motion:**  Resolved that St. Bart’s immediately wire $2,500 from Haiti Building Fund to Rev. Guilene Fiefie’s care into the St. Luc’s Thomassique Bank account for essential repairs to locked doors and stairs at Epiphanie School in Loranette.

**The Motion was moved, seconded and unanimously approved.**

* Strategic Plan Committee

Greg discussed that the final phase of the Plan is near completion. The Five-year Strategic Plan update will focus on church growth, resource management, and deepening connections in our community. The Survey and Listening Sessions will be summarized in the weekly e-News on November 14. The committee will present the draft revision/update of the existing Strategic Plan to the congregation at the 9:00 am Sunday Forum on November 17th. The vestry will be provided with a copy of the Plan one week prior to the forum. Vestry approval will be at the November meeting. The final revised Strategic Plan will be made available in January.

* Stewardship Committee

The kick-off was October 5th and 6th. The Pledge Card Ingathering will be November 23-24. So far, we have 48 pledges. The remainder of the packets were mailed. Bill will lead a Sunday Forum on September 27th on St. Bart’s Finances. There will be reminders and updates through the Ingathering weekend and three more videos over the next three weeks on “Why I Give”. The vestry is requested to submit pledges by November 1st.

* Music Ministry

See attached document, Music Ministry Vestry Report october 2024.pdf

-Cabaret Night was a great concert, raised $2,105

-Rachmaninoff Piano Concerto was a sellout, raised about $3,500 (still TBA)

-New Zealand Choral Evensong

-Lux Aeterna Requiem concerts 11/2, 7pm and 11/3 4pm

-Danielle Evans concert 11/22, 7pm

* Welcome and Connect Ministry

See attached document, Welcome and Connect Ministry October 2024 Vestry Report.pdf

Donna shared October meeting Items discussed:

-The Usher and Greeter Information and “Tips” piece has been updated to make the process run smoother for the visitor. Information concerning children and youth is now found at the welcome table. All visitor cards will be picked up and brought to Mother Nina’s mail slot in the office. She will contact each person during the following week.

-Several newcomers have asked for a Bible study group to meet at a more convenient time. We will follow up with them.

-Sixteen people were invited to the September 29th Newcomer Brunch. Eight attended.

-A social gathering for all newcomers this year is scheduled for Wednesday November 13th in the Sanctuary. Mother Nina and John-Luke will be hosting an evening of Episcopal 101 fun that includes a meal, scavenger hunt, trivia question/answer and “Name that Hymn”. All vestry are invited to attend and meet the newest members of the church.

-Names of those newcomers who showed an interest in getting involved in a ministry were given to the ministry heads to contact.

-Other calls will be made by various members of our committee. Susan Turner will call members who are no longer attending to encourage them to revisit St. Bart’s. Shirley Bunch will call the older members to encourage them to come to the Wisdom Circle events. She is also finding out which members are in various assisted living communities and grouping them on Shelby.

-Donna will be contacting those newcomers who have attended our Newcomer Brunches to see if they are feeling connected to parish life at St. Bart’s.

-Now that St. Bart’s is growing, parishioners have been asking for a pictorial directory to learn names and faces. Due to privacy issues, it may only include names and photos, no personal information. Mother Nina will be checking with other churches to see the best way to go.

-The church phone answering message will be updated to include new staff members and service times.

-Mother Nina announced the Christmas service times are 4:00pm (Christmas Pageant) and 7:30pm on Christmas Eve. Christmas Day is 10am with no sermon.

* Preschool Lease

See attached document, Preschool Lease Approval for Vestry Meeting of Oct. 22, 2024.pdf

Jerry presented the highlights of the Preschool Lease Agreement to the vestry. The lease was reviewed by Polly Getz-Enos, Chancellor and approved by the Diocese, Mother Nina, Bill Angus, Treasurer, and the Finance Committee.

**Motion:** Approve the lease of Preschool space with Elm Park Elementary Preschool and Academy.

**The Motion was moved, seconded and unanimously approved.**

See Motions under **Action Items**

**New Business:**

* Reminder: All vestry members are required to take the Safeguarding God’s People Training, please comply as soon as possible.
* Trunk or Treat is this Sunday, October 27th from 3:30 to 5:30.

**Action Items:**

**MOTION: Accept the September 2024 Treasurer’s Report.**

The motion was moved, seconded, and unanimously approved.

**MOTION: Resolved that St. Bart’s immediately wire $2,500 from Haiti Building Fund to Rev. Guilene Fiefie’s care into the St. Luc’s Thomassique Bank account for essential repairs to locked doors and stairs at Epiphanie School in Loranette.**

The motion was moved, seconded and unanimously approved.

**MOTION:**  **Approve the lease of Preschool space with Elm Park Elementary Preschool and Academy.**

The motion was moved, seconded and unanimously approved.

**Closing Prayer:**

Jerry closed the meeting with a prayer.

**Adjournment:**

The meeting was adjourned at 8:20 pm.

**Future Meeting/Events:**

Diocesan Annual Convention, St. Margaret’s, November 8-10, 2024.

Vestry Meeting, Tuesday, November 19, 2024, 6:30 pm.

Pledge Card Ingathering, November 23-24, 2024

Respectfully submitted,

Anne M. Snyder,

Vestry Clerk