

Saint Mark's Episcopal Church
Vestry Meeting Minutes
June 20, 2023, 6:30 p.m. via Zoom

Members Present: Fr. Chris Jubinski, Diane Stewart, Sandy Wyman, Steve DeCaro, Diane Feil, Madeline Glover, Tom Hadlock, Tom Horan, Marj Kulesa,, Barbara Pettus, Steve Turner, Tom Simson

Fr. Chris called the meeting to order at 6:33 p.m. with a prayer by St. Francis of Assisi.

Check-in Time: Fr. Chris invited Vestry members to share news and prayer concerns.

Minutes: Minutes from both the April 18, 2023 meeting and the May 16, 2023 meeting were approved after a motion proposed by Diane Stewart and seconded by Tom Horan.

Instant Church Directory: Fr. Chris showed a short video explaining how an instant church directory will be created for Saint Mark's over the summer. He will administer it and will help members gather/take photos of themselves and their families. It will be available through the Members Only section of the website and will also be available as an app on mobile phones. Information from the Church Windows database will be merged into the directory. The cost is \$7.90 @ month.

Beinecke Building: Fr. Chris said that, with approval for the project already in hand from the Zoning Board and the Health Board, the meeting of the Planning Board on Thursday 6/22 was just a rubber stamp. Work will begin on Friday 6/23 with the delivery of three dumpsters. Demolition will start on Saturday, both to the building and the playground, and soon they will start on the new septic system. The NYS Supreme Court has to approve extending the lease beyond the 5 years normally approved for non-profits, but this is just a formality and approval is expected.

Finance Report by Tom Simson:

Bright Beginnings: May tuition receipts of \$71K were up 63% compared to \$43K in May 2022; YTD tuition was \$354K vs \$345K YTD May 2022. May expenses of \$89K were down 8% compared to \$96.7K in May 2022. Tom noted that salaries in May are up 11% from May 2022, but up 13% YTD. Net MTD income for May 2023 was -13.0K vs \$20.2K in May 2022. YTD 2023 Net Income stands at -\$55.8K vs +\$1.7K YTD 2022. Tom estimates the school's full year loss will be about \$100K.

SMC: Tom S reported YTD May 2023 Church Donations of \$128K vs \$98K a year ago, a healthy 30% increase. Other Facility Income YTD is lower by approximately \$24K in 2023 due to the conversion of the monthly cell tower leasing income to a one-time payment received in July 2022. For the same time frames, YTD Salaries and Benefits expenses were \$134.1K vs 121.8K. The May 2023 YTD Operating Loss of -116.1K compares to \$46.6K a year earlier, however 2022

includes a one-time net item of \$161.9 in COVID Retention Credits. Removing that one-time credit from 2022 results in a comparison figure of -\$115.3K vs 2023's operating loss of -\$116.1K.

Endowment: The reported balance at the end of May was \$1.211mm, compared to a balance of \$1.008mm a year ago.

Balance Sheet: There was a discussion about the 15 restricted funds whose balances all sit in one savings account - and whether some of the money should be paid out or otherwise reallocated to a fund with a similar purpose to match the original donor's intent. Fr Chris asked for volunteers to form a subcommittee to address these issues.

Rosanna Davis: The new head of Bright Beginnings starts on August 1. She has already been meeting with teachers and Dawn.

Announcements / Upcoming Events:

- * Pat Conklin's memorial service will be on 6/24 at 10:00 am. Fr Chris has waived the fee for the stone mason.
- * 7/3 fireworks - Saint Mark's lawn will be a primary viewing spot.
- * 7/7 - Ice cream social meet and greet with Rosanna Davis at 6:30 - for parents & parishioners
- * Kate Gabrielsen hopes to return soon
- * Marj will ask the Invite Welcome Connect team to Zoom in July about a fall event

Adjournment and Closing Prayer: After a motion by Fr Chris, which was seconded by Barbara Pettus, the meeting was adjourned at 7:43 p.m. with the Lord's Prayer.

Next Vestry Meeting: Vestry meetings are normally held on the 3rd Tuesday of the month at 6:30 p.m. The schedule of upcoming meetings is: no meeting in July, August 15, September 19, October 17, November 21, December 19 at the Rectory, January 16, February 20, March 19, and April 16. The tentative Annual Meeting date is May 5.

Respectfully submitted,
Barbara Pettus for Carol Fitton, Clerk