

Saint Mark's Episcopal Church
Vestry Meeting Minutes
March 21, 2023, 6:30 p.m. via Zoom

Members Present: Fr. Chris Jubinski, Diane Stewart, Sandy Wyman, Steve DeCaro, Diane Feil, Tom Horan, Marj Kulesa, Ashley McLean, Barbara Pettus, Tom Simson

Fr. Chris called the meeting to order at 6:31 p.m. with a prayer.

Minutes: A motion was made by Diane, seconded by Tom Horan, to approve the minutes from the February 28, 2023 Vestry meeting.

Saint Mark's Logo: Ali Christensen joined the meeting to present two potential new logos for Saint Mark's. After Fr Chris reached out to the congregation with some initial ideas for a new logo, Ali, who has her own design firm, offered to help with the effort. John Plate and Fr Chris joined her on the committee. Ali explained that a logo has five criteria. It should be simple, iconic, relevant, scaleable and memorable - and not have too much detail. She presented two options - a more traditional logo with a shield and cross and one that "pushed boundaries a bit" with a lion. Ali also introduced a new font and the Vestry agreed to spell out "Saint" instead of using "St". After much discussion, Fr Chris asked for a vote and the lion received seven votes with the shield/cross receiving three.

Parochial Report: Fr Chris presented a Parochial Report as revised by Tom Simson after confirmation from the auditors about how to handle service fees from a tax consultant. A motion was made by Diane and seconded by Barbara to approve it.

Finance Report:

Bright Beginnings: February tuition receipts of \$72K were up 8% compared to \$67.3K in February 2022, while February expenses of \$89K were up 9% compared to \$80K in February 2022. Tom noted that salaries are up 17.3% year over year. Net YTD income for 2023 was \$-10,958 vs \$516 YTD 2022. \$24K in grant money remains on the balance sheet, after a correction transfer. (The grant money is from NY State to be used for specific purposes, one of which is staff development.)

SMC: Tom S reported a monthly operating loss in February of approximately \$47K vs a loss of \$34K in February 2022. (An audit fee of \$10K+ was paid in February.) February 2023 regular donations are \$7K versus \$12K for February 2022. February 2023 Facility Income of \$347 was down 87% compared to \$2,747 in January 2022, but Tom mentioned that comparing these 2 numbers does not indicate the real extent of the drop in facility income since there has now been no rental income from the Beinecke Building for a full year. February 2023 Salary and Benefit Expenses are higher than February 2022, with Salary Expense up 10% to \$14.5K vs \$13.7K in 2022, and Benefit Expense up 7% to \$9.1K vs \$8.5K in 2022.

Endowment: The reported balance as of 3/20/23 was \$ 1,261,593, compared to a balance of \$1,320K at the end of January 2023.

Six year projections: Tom reviewed a presentation he gave to the lawyer of the proposed tenant of the Beinecke Building using various income and expense projections. The conclusion was that, if SMC is not able to rent the Beinecke Building and therefore has no revenue from that location, SMC will go out of business in 2027.

Safe Church: Tom Horan reviewed the requirements for the Safe Church training about sexual abuse and harrassment. Those who completed the training two years ago do not need to repeat it. He will contact the members of the staff, teachers and volunteer guilds who still need to complete it.

Announcements / Upcoming Events:

- Fr. Chris encouraged members of the Vestry to attend as many of the Holy Week celebrations as they could. There will be at least four baptisms at the Easter Vigil on Saturday at 6:00 pm. There will be a trumpeter at the 10 am Easter service and bagpipers on Palm Sunday.
- Fr. Chris reminded those who head committees to get their reports to Kate by the end of March.
- Marj Kulesa reported from Invite Welcome Connect that there will be an Easter Egg hunt again this year. Marge DeCaro and Diane Feil will be organizing and Fr Chris will ask for candy donations in the newsletter.

Adjournment and Closing Prayer: The meeting was adjourned at 8:03 p.m. with Compline.

Next Vestry Meeting: Vestry meetings are normally held on the 3rd Tuesday of the month at 6:30 p.m. The next scheduled meeting is April 18. The Annual Meeting is tentatively scheduled for May 7.

Respectfully submitted,
Barbara Pettus for Carol Fitton, Clerk