Saint Mark's Episcopal Church
Vestry Meeting Minutes
September 15, 2026, 6:30 p.m. via Zoom

Members Present: Fr. Chris Jubinski, Candace Andria, Tom Hadlock, Jim Lilly, Pete Williams, Sandy Wyman, Tom Simson, Carol Fitton

Fr. Chris called the meeting to order at 6:35 p.m. and offered the opening prayer.

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

Minutes: A motion was made by Jim, seconded by Tom Hadlock, to approve the June 16, 2026 minutes. A motion was made by Jim, seconded by Candace, to approve the August 18, 2026 minutes. Both motions passed.

Finance Report: Tom Simson
Bright Beginnings: YTD August 2026 Tuition receipts (including registration fees), which comprise the bulk of Bright Beginning's Income, were $723.7K, up 3.7% compared to $697.7K for YTD August 2025, while YTD August 2026 Total Income increased 3.7% to $738.8K vs $712.2K for YTD August 2025. YTD August 2026 expenses were $693.8K compared to $674.3K for YTD August 2025, an increase of 2.9%. Tom noted that salaries and benefits comprise most of the expenses and these were up 2.5% from $535.2K in YTD August 2025 to $548.7K for YTD August 2026. YTD August 2026 Net Income was $41.2K, a 69.4% increase from YTD August 2025 Net Income of $24.3K. Tom noted that the YTD 2026 Net Income number reflects a $49.7K Donation to SMC, their payment of $35K of the insurance bill, and $10K to the BB Rainy Day Fund, which provides a safety net in the event of unexpected expenses.

SMC: Tom reported YTD August 2026 Church Donations of $133.6K vs $155.4K a year ago, a decrease of 14%. Other Revenue increased 2.1% to $249.3K YTD August 2026 from $244.2K in 2025. For YTD August 2026, Salaries and Benefits Expenses were $249.9K vs $223.7K for YTD August 2025, an increase of 11.7%. The YTD August 2026 Net Income of -$64.2K compares to -$19.0 in 2025, a decrease of 78%. Tom noted some large donations have been received in September and that he expects the benefits expense number to even out given the change in the benefits process. He is optimistic the deficit will be closed by year end.

Investment Report: The balance in the investment account as of August 31 was $733,292.56.

Audit Report: Fr. Chris reported that the Audit Committee consisting of Steve DeCaro, Tom Horan, Tom Simson, Carol Fitton and himself met on August 28 and spot checked some transactions as well as examining the cash reconciliation process. The audit report was submitted on time to the Diocese, which accepted the report.

Rector's Report: Fr. Chris

- Fr. Chris reported there was a nice turnout for the BBQ on September 13 despite the weather.
- He thanked Sandy for hosting the Men's Breakfast and Tom Hadlock for spearheading events for the group.
- Some furniture and new folding chairs were picked up by Rich Caccavano, Chris Adams and Fr. Chris from a donor in East Quogue.
- Fr. Chris will be in Shelter Island on Sunday, September 20 to conduct the service there for their minister who has been ill. There will be a Morning Prayer service at SMC.
- Sunday School starts on September 20.
- Fr. Chris would like to develop a 5 year plan for SMC. His first 5 years have seen major work on the physical plant so he would like to focus now on moving the Parish forward.

Announcements / Upcoming Events:
Fr. Chris mentioned that our new bishop, the Rt. Rev. Dr. Adam J. Shoemaker will be ordained and consecrated **a**s the Ninth Bishop of the Episcopal Diocese of Long Island on Saturday September 19, 2026, at the Tilles Center in Brookville. A few people will be attending from SMC.

Question and Answer Time:
No questions were posed at the meeting.

Closing Prayer and Adjournment: The meeting was adjourned at 7:11 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. Upcoming meetings are October 20, November 17, December 15 at the Rectory, January 19, February 16, March 16 and August 20. The Annual Meeting is scheduled for May 16, 2027.

Respectfully submitted,
Carol Fitton, Clerk