

Saint Mark's Episcopal Church
Vestry Meeting Minutes
September 16, 2025, 6:30 p.m. via Zoom

Members Present: Fr. Chris Jubinski, Tom Horan, Steve DeCaro, Rich Caccavano, Madeline Glover, Tom Hadlock, John Kern, Steve Turner, 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 Tom Hadlock, seconded by Tom Horan, to approve the August 19, 2025 minutes.

Finance Report: Tom Simson

Bright Beginnings: YTD August 2025 Tuition receipts (including registration fees), which comprise the bulk of Bright Beginning's Income, were \$697.7K, up 21.5% compared to \$574.2K for YTD August 2024, while YTD August 2025 Income increased 9.2% to \$712.2K vs \$652K for YTD August 2024. YTD August 2025 expenses were up to \$674.4K compared to \$551.4K for YTD August 2024, an increase of 22.3%, but Tom mentioned that August expenses included \$5K he is setting aside in a Rainy Day Fund for BB that currently stands at \$15K, as well as \$4.6K for insurance, although there was no donation to SMC in August. Tom noted that salaries and benefits comprise most of the expenses and these were also up 4.7% from \$511K in YTD August 2024 to \$531.2K for YTD August 2025. YTD August 2025 Net Income was \$37.7K, a 62.5% drop from YTD August 2024 Net Income of \$100.6K, but Tom reminded us that this year's number is net of \$67K in Donations to SMC.

SMC: Tom reported YTD August 2025 Church Donations of \$155.4K vs \$119.4K a year ago, an increase of 30%. He noted it continues the positive trend we have seen in 2025. Other Revenue increased substantially to \$244.2K YTD August 2025 from \$84.6K in 2024, due to increased rent from the Beinecke Building from a year ago and the donation from Bright Beginnings. For YTD July 2025, Salaries and Benefits Expenses were \$193.9K vs \$200.3K for YTD July 2024, a decrease of 3.2%. The YTD August 2025 Operating Income of \$50K compares to (\$248.8K) in 2024, a large increase due to higher income from a variety of sources.

Investment Committee: The balance in the investment account as of August 29, 2025 was \$794,975. Tom mentioned that he withdrew \$25K at the beginning of September, for a total of \$45K withdrawn in 2025, a reduction from previous years.

Food Bank Funds (follow-up): Fr. Chris reported that the Chancellor approved the distribution of funds as the Vestry determines to different groups dealing with food insecurity. John and Marj will present some names of organizations at the next Vestry meeting.

Parking Lot Fundraiser: Fr. Chris reported that he has run the idea of using our parking lot for community parking by the Diocese and that the Mayor is supportive of the plan. The parking company is working on plan specifics with the Village. Using the church lot for parking at night would not interfere with our activities.

Safe Church: Tom Horan, SMC's Safe Church Coordinator, would appreciate it if everyone on the Vestry could complete the courses and thanked those who have completed them or started them already. Text him if you are having any problems.

Announcements / Upcoming Events:

- Fr. Chris mentioned that the monthly meeting of the East End Deanery will occur tomorrow at SMC and will be his first meeting as Dean.
- Fr. Chris commented on what a special Sunday it was with the organ being played for the first time, followed by an excellent picnic
- The annual Blessing of the Animals will take place at 9:30 a.m. on October 4.
- The WHB Farmer's Market will move to the Parish Hall on Saturday mornings at the beginning of December.

Closing Prayer and Adjournment: The meeting was adjourned at 7:15 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 21, November 18, December 16 at the Rectory, January 20, February 17, March 17, and April 21. The Annual Meeting is scheduled for May 17, 2026.

Respectfully submitted,
Carol Fitton, Clerk