

Saint Mark's Episcopal Church
Vestry Meeting Minutes
March 17, 2026, 6:30 p.m. via Zoom

Members Present: Fr. Chris Jubinski, Tom Horan, Steve DeCaro, Rich Caccavano, Diane Feil, 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 Steve T offered the opening prayer.

Minutes: The February 24, 2026 minutes will be available at the April meeting.

Finance Report: Tom Simson

Bright Beginnings: YTD February 2026 Tuition receipts (including registration fees), which comprise the bulk of Bright Beginning's Income, were \$214.2K, up .95% compared to \$212.1K for YTD February 2025, while YTD February 2026 Total Income increased 1.7% to \$218.2K vs \$214.5K for YTD February 2025. Tom noted that some January tuition was not received until February. YTD February 2026 expenses were \$161.5K compared to \$165.1K for YTD February 2025, a decrease of -2.2%. Tom noted that salaries and benefits comprise most of the expenses and these were down 7.3% from \$153.9K in YTD February 2025 to \$143.4K for YTD February 2026. YTD February 2026 Net Income was \$56.7K, a 14.6% increase from YTD February 2025 Net Income of \$49.4K. Tom noted that he plans to start adding to the BB Rainy Day Fund and resume the Donation to SMC in March, and that BB will also pay half of the insurance bill.

SMC: Tom reported YTD February 2026 Church Donations of \$56.3K vs \$80.1K a year ago, a decrease of -29.7%. Other Revenue increased 25.1% to \$46.4K YTD February 2026 from \$37.1K in 2025, due to increased rent from the Beinecke Building from a year ago. For YTD February 2026, Salaries and Benefits Expenses were \$60.1K vs \$57K for YTD February 2025, an increase of 5.5%. The YTD February 2026 Net Income of -\$11.9K compares to \$39.4 in 2025, a decrease of 130.3% due in large part to the insurance expense of \$34.9K in the 2026 period vs \$0 in the 2025 period. Tom noted that although this is the actual insurance cost, BB will pay approximately half of this expense and that per his usual procedure, he will spread out the SMC half over a longer period, which will make the net insurance expense to SMC approximately \$4K/month.

Investment Committee: The balance in the investment account as of February 28 was \$754,337. There have been no draws from the endowment thus far in 2026.

Wardens' Report:

- Steve D mentioned that work on the organ continues and it is now producing low notes. He pointed out that the hallway and balcony are now clear and that the plan is to clear out the rest of the wood and organ parts from the sanctuary before Easter. The columns for the east side are ready but can't be installed until the piano can be moved which is waiting for a usable piano dolly to be delivered. The dolly previously delivered was damaged, so we are waiting for a replacement.
- Steve D raised the idea of a donation (suggested by Marj) to the Eastern Farm Workers Association, which after discussion was followed by a motion made by John, seconded by Steve D, to allocate \$500 to the Association. The Continuing Resolution is attached.

Vestry Candidates and Nominating Committee: Fr. Chris

Fr. Chris mentioned that candidates need to be in place by April 16 in order to meet the time parameters required and that typically outgoing members of the Vestry comprise the members of the Nominating Committee. Outgoing Vestry members are Marj Kulesa (has served 2 3-year terms), Steve Turner (has served 2 3-year terms), and Rich Caccavano (has served one year; is eligible for another 3 year term).

Announcements / Upcoming Events:

Fr. Chris shared a schedule of key upcoming events from March 28 through May 24.

Saturday, March 28	Community Easter Egg Hunt at Saint Mark's
Sunday, March 29	Palm Sunday (one service that weekend)
Thursday, April 2	Maundy Thursday service at 7:00 p.m.
Friday, April 3	Good Friday Liturgy at 12:00 Noon and Way of the Cross at 7:00 p.m.
Saturday, April 4	Great Vigil of Easter at 5:00 p.m.
Friday, April 17	Date needed to publish names of vestry candidates
Sunday, April 5	Easter Sunday with service at 9:30 a.m. followed by Easter Egg Hunt
April 5-13	Fr. Chris and Carol away (No Saturday service on April 11)
Saturday, April 18	Convention to elect new Bishop
Tuesday, April 21	Vestry Meeting
Saturday, April 25	Last day of indoor Farmers Market
Saturday, May 2	KC Cutler Funeral
Sunday, May 3	Cinco de Mayo Chili Cookoff at 4:00 p.m.
Wednesday, May 6	Seeds of Hope Fundraiser at 6:00 p.m.
Sunday, May 17	Parish Annual Meeting after 9:30 a.m. service
May 17-23	Fr. Chris and Carol away
Sunday, May 24	Commissioning of the Vestry

Question and Answer Time:

Sandy raised the possibility of adding more familiar hymns to the Processional and Recessional hymn choices. This was discussed along with the possibility of bringing back the choir once the organ is fully installed and operational.

Closing Prayer and Adjournment: The meeting was adjourned at 7:32 p.m. with Night Prayer Compline.

Next Vestry Meeting: Vestry meetings are normally held on the 3rd Tuesday of the month at 6:30 p.m. The next meeting is April 21. The Annual Meeting is scheduled for May 17, 2026.

Respectfully submitted,
Carol Fitton, Clerk

Continuing Resolution
Pay Funds From Restricted Food Pantry Fund
St. Mark's Episcopal Church Westhampton Beach

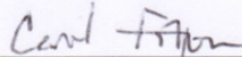
WHEREAS, St. Mark's Episcopal Church Westhampton Beach on 10/21/25 did unanimously pass a Resolution to pay funds from its Restricted Food Pantry Fund to various entities; it is now hereby

RESOLVED, That St. Mark's Episcopal Church Westhampton Beach shall continue to pay \$500.00 from its Restricted Food Pantry fund to the following entity in the following amount;

Eastern Farm Works Association \$500.00.

At a Vestry meeting held on 3/17/2026 the Continuing Resolution passed unanimously Yeas: 11, Nays: 0.

Respectfully Submitted,



Carol Fitton, Clerk of the Vestry