

**Saint Mark's Episcopal Church**  
**Vestry Meeting Minutes**  
**April 15, 2025, 6:30 p.m. via Zoom**

**Members Present:** Fr. Chris Jubinski, Steve DeCaro, Diane Feil, Madeline Glover, Tom Hadlock, Marj Kulesa, Ashley McLean, Barbara Pettus, Steve Turner, Sandy Wyman, Tom Simson, Carol Fitton

Fr. Chris called the meeting to order at 6:31 p.m. and Barbara offered the opening prayer.

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

**Consent Agenda:** A motion was made by Tom Hadlock, seconded by Sandy, to approve the Consent Agenda, which includes the March 18, 2025 minutes.

**Croquet Court or Lawn:** Tom Hadlock indicated that the group determined there is not enough space on the lawn to accommodate the necessary number of courts, so they are pursuing other alternatives.

**Finance Report:** Tom Simson

**Bright Beginnings:** YTD March 2025 Tuition receipts, which comprise the bulk of Bright Beginning's Income, were \$307.9K, up 35.2% compared to \$231.2K for YTD March 2024, while YTD March 2025 Income increased 29.3% to \$316.6K vs \$244.8K for YTD March 2024. YTD March 2025 expenses were up to \$260.3K compared to \$209.7K for YTD March 2024, an increase of 24.2%. Tom noted that salaries comprise most of the expenses and these were also up 14.7% from \$181.6K in YTD March 2024 to \$208.3K for YTD March 2025. YTD March 2025 Net Income was \$56.3K, a 60.3% increase from YTD March 2024 Net Income of \$35.1K. He is setting aside \$5K/month in a reserve fund to cover future unexpected expenses.

**SMC:** Tom reported YTD March 2025 Church Donations of \$88.3K vs \$62.3K a year ago, an increase of 41.5%. He noted it continues the positive trend from January. Other Revenue increased substantially to \$59.8K YTD March 2025 from \$23.2 in 2024, due to a \$10K dividend from Bright Beginnings and increased rent from the Beinecke Building from a year ago. For YTD March 2025, Salaries and Benefits Expenses were \$82K vs \$97.9K for YTD March 2024, a decrease of 16.2%. The YTD March 2025 Operating Income of \$22.6K compares to -\$92.5K in 2024, a large increase due to higher income from a variety of sources. Tom noted that the YTD results have changed slightly based on revising the accounts used to compute what is considered "core performance" as well as excluding extraordinary items. He also highlighted the Food Pantry Fund continues to grow and he encouraged the Vestry to think about effective ways to utilize it.

**Investment Committee:** The balance in the investment account as of March 31, 2025 was \$777,272.05. There have been no draws from the account for the first 3 months of 2025, which is the first time this has happened in many years.

**Vestry Nominations:** Fr. Chris said the slate is in the last stages of being finalized and the candidate information needs to be posted this week. The 4 Vestry candidates for the 4 open positions are Rich Caccavano, Madeline Glover, Tom Hadlock, and Norma-jeanne Okula. The Warden candidate will be finalized soon.

**Announcements / Upcoming Events:**

Fr. Chris mentioned the following:

- There is a service every day this week beginning tomorrow and culminating with 3 services on Easter morning.
- The Good Friday noon service will be conducted by Fr. Chris and the Presbyterian pastor, while Fr. Chris will officiate at the evening Good Friday service.

**Closing Prayer and Adjournment:** The meeting was adjourned at 7:34 p.m. with the Lord's Prayer.

**Next Vestry Meeting:** Vestry meetings are normally held on the 3<sup>rd</sup> Tuesday of the month at 6:30 p.m. The next meeting is scheduled for May 20. The Annual Meeting is scheduled for May 18, 2025.

Respectfully submitted,  
Carol Fitton, Clerk