

**Saint Mark's Episcopal Church**  
**Vestry Meeting Minutes**  
**November 18, 2025, 6:30 p.m. via Zoom**

**Members Present:** Fr. Chris Jubinski, Steve DeCaro, Rich Caccavano, Diane Feil, Madeline Glover, Tom Hadlock, John Kern, Marj Kulesa, Norma-jeanne Okula, Steve Turner, Sandy Wyman, Tom Simson, Carol Fitton

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

**Fr. James Reiss, Rector-Elect of St. Paul's, Patchogue:** Fr. Reiss joined our video call and talked about three of their outreach ministries: food pantry, soup kitchen, and thrift shop. He expressed their gratitude for the SMC monetary donation to support their pantry, which is open 2 times/week. They have seen tremendous growth recently in the number of families who use this service. He estimates it will cost \$2,000/month to keep it going.

In addition to St. Paul's, other beneficiaries of SMC grants were: St. Francis in North Bellmore for their Seed Money Fund and their Honey and Pollinator Ministry, St. Anselm's Food Pantry in Shoreham, and St. Andrew's in Yaphank for their Neighbors Being Human Ministry.

**Minutes:** A motion was made by John, seconded by Marj, to approve the October 21, 2025 minutes as amended. Thank you, Tom Hadlock, for recording them.

**Finance Report:** Tom Simson

**Bright Beginnings:** YTD October 2025 Tuition receipts (including registration fees), which comprise the bulk of Bright Beginning's Income, were \$903.3K, up 19% compared to \$757.8K for YTD October 2024, while YTD October 2025 Total Income increased 10.1% to \$922.4K vs \$838K for YTD October 2024. It is also worth noting for comparison purposes that YTD October 2024 Other Income included Grant Money of \$65K that was not received in 2025. YTD October 2025 expenses were up to \$851.9K compared to \$683.8K for YTD October 2024, an increase of 24.5%, but Tom mentioned that October 2025 expenses included \$5K he is setting aside in a Rainy Day Fund for BB that currently stands at \$25K, \$4.6K for insurance, and a \$10K donation to SMC. Tom noted that salaries and benefits comprise most of the expenses and these were also up 5.5% from \$635.1K in YTD October 2024 to \$670.1K for YTD October 2025. YTD October 2025 Net Income was \$70.5K, a 54.3% drop from YTD October 2024 Net Income of \$154.2K, but Tom reminded us that this year's number is net of \$87K in Donations to SMC, as well as significant payments toward insurance and electricity, so technically BB is ahead of last year.

**SMC:** Tom reported YTD October 2025 Church Donations of \$186.9K vs \$147.6K a year ago, an increase of 26.6%. He noted it continues the positive trend we have seen in 2025. Other Operating Income increased substantially to \$311.9K YTD October 2025 from \$123.1K in 2024, due to increased rent from the Beinecke Building from a year ago and the donation from Bright Beginnings. For YTD October 2025, Salaries and Benefits Expenses were \$274.7K vs \$280.8K for YTD October 2024, a decrease of 2.2%. The YTD October 2025 Net Income of \$79.9K compares to (\$277.6K) in 2024, a large increase due to higher income from a variety of sources. Tom noted that the Altar Stained Glass account balance is approximately \$20K.

**Investment Committee:** The balance in the investment account as of October 31, 2025 was \$747.4K. Tom mentioned that a total of \$45K has been withdrawn to date in 2025, a reduction from previous years. The balance is down approximately \$22K from that of January.

**Wardens' Report:** Steve D reported on a number of outside issues that need to be addressed including slate that needs to be replaced, extension cords and overgrown hedges in front of the chapel. He also mentioned the need to empty the sanctuary before Christmas and update signatories on the financial accounts.

**Diocesan Convention:** Marj said it was a wonderful experience with approximately 200 people present with all churches from the Diocese represented. She recommended that the Vestry listen to the Bishop's address, which is on the Diocesan website.

**Announcements / Upcoming Events:**

- Fr. Chris mentioned that the upcoming Christ the King Sunday marks the end of the regular church year, which is followed by Advent.
- In advance of the In-Gathering for the Stewardship Campaign on November 23rd, he asked that the Vestry lead by example with pledges of their time, talent and treasure.
- The Parish Thanksgiving dinner will be held on Sunday, November 23<sup>rd</sup> with all welcome.
- The current Bible Study has been well attended and the Advent Bible Study will be based on Handel's Messiah.
- Diane mentioned that there is a need for an increased number of handicapped parking spaces in our lot, which will be looked into.

**Closing Prayer and Adjournment:** The meeting was adjourned at 7:45 p.m. with Compline.

**Next Vestry Meeting:** Vestry meetings are normally held on the 3<sup>rd</sup> Tuesday of the month at 6:30 p.m. Upcoming meetings are: 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