

**Saint Mark's Episcopal Church**  
**Vestry Meeting (Zoom) Minutes**  
**January 18, 2022, 6:30 p.m.**

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

Fr. Chris opened the meeting at 6:32 p.m. with a video of Armor Music performing *Amazing Grace*.

**Minutes:** a motion was made by Barbara, seconded by Tom Horan, to approve the minutes from the Dec 14, 2021 meeting.

**Invite, Welcome, Connect:**

Fr. Chris led a discussion about developing a welcome ministry at St Mark's based on ideas presented at a workshop led by Cn Claire Woodley at a workshop held in October 2021. Vestry members who attended the workshop will form a subcommittee to work on ways to move this forward. They are Marj, Tom, Sandy, Diane and Barbara.

**Update on Steeple and Roof Repair:**

After a discussion about the documents prepared by the Diocese for the proposed building repairs, a motion was made by Diane and seconded by Tom Horan to approve the contracts. The motion was passed unanimously. The work will begin around Easter and last about 13 weeks. There will be no disruption to services in the church. Fr Chris said that two recent donations, one for \$200,000 and another for \$20,000, along with the earlier donation from the O'Brien Foundation, will help pay for the work which is budgeted at \$716,100. Also, there will be a meeting on Friday 1/21 of the Cell Tower subcommittee to discuss monetizing the revenue stream from the two cell phone contracts.

**Snow Removal Contract:**

Our prior snow removal vendor is no longer in that business. Ashley found a new vendor who does work for other pre-schools and he presented St Mark's with two options - a seasonal contract or a price per removal. After Ashley confirmed that the vendor (Deep Roots Landscape and Construction) was insured, Barbara proposed and Tom Hadlock seconded a motion to hire them and pay for the seasonal contract at \$7500. The motion passed unanimously.

**Finance Report:**

Tom Simson reported that, beginning with this calendar year 2022, Bright Beginnings will use the calendar year as its fiscal year just as the church does. Additionally, its financials will move from Excel to Church Windows to conform to how the church's financials are reported. Also, the outside auditors are wrapping up their audit of the church and will now move to Bright Beginnings.

The detailed Financial Reports and the Stewardship report are attached as Appendices A and B.

**Compline:** Fr Chris led the Vestry in a Compline prayer session after which the meeting was adjourned at 7:50 pm.

**Next Vestry Meeting:** February 15, 2022 at 6:30 p.m.

Respectfully submitted,  
Barbara Pettus (in the absence of Carol Fitton, Clerk)

## **APPENDICES**

### **A. Stewardship Report:** Barbara Pettus

As of January 16, 2022, we have received 50 pledges totalling \$136,262. By way of comparison for 2020 we had 33 pledges for a total of \$107,000 and for 2019 we had 58 pledges for a total of \$140,047.

### **B. Financial Reports:** Attached