

**St. Brendan the Navigator
Minutes of the Vestry/Renewal Team Meeting
November 16, 2017**

Present: Lis Ingoldsby, Josephine Jacob, Richard Paget, and Barbara Kourajian. Miriam Antich and Pete Dane called in. Ruth Robinson was also present.

Senior Warden Lis Ingoldsby called the meeting to order at 10:11 a.m. Barbara offered an opening prayer.

Minutes

Rich moved to approve the Minutes of the November 7th Vestry Meeting. Miriam seconded the motion. The motion passed.

Resignation of Fr. Dufresne as Consulting Priest

Lis acknowledged Fr. Dufresne's letter of resignation as our Consulting Priest due to his illness (his letter was dated November 14, 2017). Lis will talk to Vesta about increasing her duties with us.

October Financials

Pete spoke to the report which shows we are \$15,000 ahead of our deficit budget of \$7,495. Pete is not convinced that will hold by year's end: Outreach hasn't spent what is allotted, there is an outstanding bill from Skip Eaton, and we haven't addressed paying the \$13,000 we are behind in our Diocesan assessment.

Discussion of the 2018 Budget Draft

We reviewed the latest revision of the budget with Ruth Robinson, Chair of the Finance and Stewardship Ministry (FSM). She highlighted:

- This budget is a zero-based budget. Revenues have been reduced from last year because the FSM anticipates pledges will be down and they foresee no new pledges coming in.
- Accordingly, FSM went through and reduced all lines.
- She particularly noted the Diocesan Assessment which was adjusted to \$9,525 -- our gesture towards the \$13,943 we owe for 2018.
- There will be no COLA increases.
- There is a big cut in the Outreach budget. There is a possibility of fundraising, but any fundraising effort must be sanctioned by the Vestry.
- Ruth reviewed the Addendum -- numbers we would ADD to the 2018 Budget if revenues allow. She stated the budget is actually not a zero-based budget because of all the payables. It was agreed we should have these payables listed on our balance sheet.
- FSM is waiting for input from the Vestry on expanded augmentation for clergy.

Ruth proposed taking \$20,000 out of our Maine Community Account and allocating it to our Capital Reserve Account. These funds would only be used for the Capital Improvement Plan once that plan has been properly vetted and out for bid. She stated using these funds for the operating budget is not a wise idea. However, putting these funds into an asset is different. The point was made to prioritize the Capital Improvement Plan. Currently, we have an issue with one of the windows in the sanctuary. We decided we need to see the Plan first, and then we will revisit moving money from the Maine Community Foundation.

We had considerable discussion about the money we owe on the Diocesan Assessment and how paying it off might affect our viability as a church. There was agreement that we want to pay it off but not at the expense of keeping the church running and functioning well. We were looking for a “both-and” solution. Ruth proposed that if we have a surplus at the end of this year, we use it to pay the full assessment for 2018, so we are current. She said that leaves our past assessment, which we are committed to paying as our revenues increase. As Lis needs to reply to Dick Rozene next week, Pete suggested we say we are not able to pay our full 2017 assessment in time, but we are hopeful we can commit to paying the 2018 assessment in full and we will come up with some plan to pay off the 2017 assessment.

Ruth and Pete were asked to revise and tweak the budget to reflect our discussion. There will be a preliminary discussion of the budget this Sunday reflecting these revisions.

Outreach Budget

Looking at our current budget, Outreach has a balance of \$3,607, with a few outstanding bills for Windowdressers and a commitment to Thanksgiving meals. The Vestry is looking for some clarification from Outreach on their commitments. Pete moved to suspend any unspent funds in the outreach budget until the Vestry meeting on December 14th. Miriam seconded the motion. The motion passed. Lis stated we need to reaffirm that outside fundraising and financial commitments without consensus of the Outreach Ministry is forbidden. There needs to be a limit on expenditures. Rich, Vestry Advocate to Outreach, will send an email to the Outreach Ministry Chairs stating the above.

Other Business

- Lis shared a letter she received from Lorraine Knowlton inviting the members of St. Brendan's to the Ecumenical Island Advent Program on Sunday, December 3rd at 4 p.m.
- Lis received a list from the Diocese of the current licensed Lay Ministers for St. Brendan's. She was pleased to see how many we had.

The next Vestry/Renewal Team meeting will be Thursday, November 30th at 10 a.m.

Agenda: 1) review the 2018 budget, and 2) review and consider adopting our Ministry Descriptions as Continuing Resolutions.

We closed the meeting by reading the Prayer of St. Brendan together. The meeting was adjourned at 11:53 a.m.

Barbara Kourajian
Clerk