

Regular Vestry Meeting

February 21, 2024

7:00 PM

This meeting was conducted in the church library. Some participants were physically present, while others called in using Zoom.

Attendees

Present in Person: Greg Millikin (Rector), Tim Heuer (Senior Warden), Nancye Kirk (Junior Warden), Dan Whitmore (Clerk), Gretchen Constantine, Deane Johnson

Present by Zoom: Chris Schultze (Treasurer), Adrianna Dangremond, Kathy Hart

Absent: Julia Ferguson, Aina Gutierrez, Hardy Murphy

Guest: Pat Furlong (Investments Committee Member)

Opening Prayer

Greg read a prayer from John O'Donahue, about awakening to the mystery of living.

Overview of the Meeting and Vestry Oath

For the overview, Greg led everyone through the tabbed binder that he had prepared previously and now handed out to all present.

The vestry oath was found in the binder under the first tab, along with the vestry covenant and the list of vestry responsibilities and expectations. Everyone signed the oath, promising to serve faithfully.

Investments Committee Report and Orientation

Speaking for the Investments Committee, Pat said that they had recently dissolved the White Trust, which was over 100 years old and had as its stated purpose “to benefit poor and deserving persons belonging to St. Mark’s.” The Committee recommended that the vestry transfer the \$16,859.51 in remaining White Trust funds to the Rector’s Discretionary Alms Sub-Fund, #3.811.404 on the St. Mark’s Balance Sheet, there to be distributed at the rector’s discretion in accordance with the “Manual of Business Methods of the Episcopal Church.”

Chris moved to transfer the former White Trust Fund to the Rector’s Sub-Fund and remove any former restrictions on the use of that money. Adrianna seconded, all said “aye” and the motion carried.

Pat then brought up the Investment Committee’s proposal to create a more formal planned giving program, one designed to increase contributions to our endowment.

The Committee has been reviewing documents from the Episcopal Church Fund about creating and maintaining planned giving programs. In addition, it has been looking at a binder of materials from the Northern Trust’s “Essentials” package on financial topics.

With the approval of the vestry, it would like to put together a detailed plan for a planned giving program. This would involve designating at least two Planned Giving Shepherds, one of them to be Pat.

Likewise it would like to make a plan for presenting “Essentials” materials to both the St. Mark’s community and neighboring parishes.

The vestry gave its assent to proceed with this effort.

Finally, Pat addressed St. Mark's Day giving. Donations made on St. Mark's Day traditionally go to the 1970 Trust, which is our rainy day fund. It is not to be confused with the 1930 Trust. The current balance of the 1970 trust is \$84,310. Withdrawals can be made from the 1970 Trust with the concurrence of 80% or more of the vestry.

A number of years ago the 1970 Trust was significantly depleted by such withdrawals. Chris commented that this happened especially for the church building restorations that were made in the early 1990s.

The 1930 Trust contains our endowment. Its current balance is \$853,154, of which \$718,354 is permanently restricted and \$134,800 is unrestricted. Vestry-designated contributions to the 1930 Trust are unrestricted.

The Investments Committee suggested that future St. Mark's Day donations go to the 1930 Trust and be permanently restricted. Thus our endowment would grow along with our budget.

Gretchen suggested putting a cap on the amount of the donations that would go to the 1930 Trust. Or, said Pat, perhaps the St. Mark's Day donations would go to the 1970 Trust only up to a certain amount, the rest to go to the 1930 Trust.

January 2024 Minutes

Greg noted that the minutes of the January 17, 2024 vestry meeting had already been approved by online polling.

He suggested that in the future the corrections to the minutes could be made in person, in the subsequent meeting. Or if the corrections were

still done online at least there need not be a series of drafts sent to all vestry members.

Treasurer Training Workshops

Chris offered interested vestry members training in St. Mark's finances, either in person or by Zoom.

Election of Treasurer and Clerk

Nancye moved for Chris to be the Treasurer of the parish and Dan the Clerk. Kathy seconded. Tim asked that the motion be amended to include Dick Brooks as the Assistant Treasurer. All said "aye" and the motion carried as amended.

Vestry Orientation

Greg referred everyone again to the binder. Subtopics included:

The Vestry Covenant

Vestry Responsibilities and Expectations

Safe Churches, Safe Communities

Policies and Procedures

VPOD Responsibilities and Schedule

Liaisoning to Committees, Events and Programs.

With regard to "Liaisoning to Committees, Events and Programs," he asked that each vestry member (except for the Wardens, Treasurer and

Clerk) become the vestry liaison to at least one of the thirteen listed activities.

Nancye suggested that the Wednesday Lunch Program be added under Outreach and Greg agreed. He said he would fine-tune the list and follow up.

Gretchen volunteered to work on #10 the Personnel Handbook and #11 Policies and Procedures. Deane committed himself to #1 Buildings and Grounds.

Buildings and Grounds

Tim reported that according to Rich Forst the dishwasher in the parlor had been fixed by installing a one-way valve.

Nancye said that the wardens are contemplating a comprehensive remodeling of the kitchenette in the parlor, given its low counter height, need for new drawers, and the space required for a new refrigerator. They will need to see what the cost might be.

Tim said that a list will be made of physical improvements that are needed throughout the church, and a task force will be formed.

Rector's Report

On Sunday, March 10th, there will be no morning services. Instead the Installation of the New Rector will take place at 5:00 p.m. We should anticipate about 100 visitors for it.

The Easter Vigil will last from 7:00 until 8:30 p.m.

Greg's housing allowance for 2024 will be \$7500.

Concluding Prayers

Tim read two concluding prayers: one for the vestry to receive knowledge and guidance from God; and the other for us all to look closer and think deeper during Black History Month.

Greg closed the meeting at 8:35 p.m.

Respectfully submitted,

Dan Whitmore

Parish Clerk