

## **St. Gregory the Great Episcopal Church**

### **Vestry Meeting Minutes**

**January 16, 2020**

**Present:** Lois Alworth, Jack Armistead, Kelly Black, Joan Curtis, Rhonda Hefner-Packer, Nikki Mathis, Kathryn Musholt, Katie Reinberger, Mason Somerville, Beth Thornton, Lester House, and Chrissy Moffett

**Absent:** Marge Massey

**Devotion and Triad Time:** Beth Thornton and Nikki Mathis

Readings were done from *The Divine Hours* by Phyllis Tickle. Groups of three shared in triad time.

**Call to Order and Approval of Meeting Minutes:** Nikki Mathis

The meeting was called to order. Copies of the December 10, 2019 minutes were distributed in advance of the meeting. A motion was made and seconded to accept the minutes as written. The motion was approved by unanimous voice vote.

**Financial Report:** Nikki Mathis and Les House

Les House distributed the Treasurer's Report for December. He noted that the resolution approved in December was not invoked since there was not a negative balance in the operating checking account at the end of the year. He noted that the balance of the reserve account increased because of Vanguard interest. He reviewed the remainder of the report noting that outreach and parish programs had both been very good at using designated funds and indicated that the overage in utilities for the year was because they were under-budgeted. Discussion followed.

**Rector's Report:** Nikki Mathis

Nikki provided written reports for both December and January. She noted that Christmas bonuses were paid from the discretionary fund however, this practice is not sustainable and will be a line item in the 2020 budget. The emergency plan for Sunday morning worship as noted was discussed. A written policy will be completed before February's vestry meeting. Nikki indicated that the annual average Sunday attendance number of 176 puts St. Gregory solidly in the transitional stage.

**Stewardship Report:** Kathryn Musholt

Kathryn noted that the total pledging units to date was 125 compared to a total in February/March of last year of 128. She also noted that more *funds* have been pledged than ever. She indicated that Peter Rice will take over as stewardship committee chair.

**Financial Resolutions:** Joan Curtis

Joan proposed several resolutions.

- 1) To move any unused funds in the capital replacement line to a designated sinking fund in a designated gift line. The motion was seconded and approved by unanimous voice vote.
- 2) To move \$800.80 from the special designated gift fund balance to the designated sabbatical fund line for Nikki's sabbatical. The motion was seconded and approved by unanimous voice vote.
- 3) To move the excess money from the roof loan, \$2,350, to the designated line item for building maintenance. The motion was seconded and approved by unanimous voice vote.

**Proposed 2020 Budget:** Les House and Jeff Welch

The recommended 2020 budget from the finance committee was distributed along with a budget worksheet. Les noted that non pledge trend revenue was overestimated last year, and the desire was to be more conservative this year. \$38,000 was received in 2019 and \$28,000 is being projected for 2020. It was noted that non pledge trend is defined as checks received from someone without a pledge. Total operating fund revenue is projected to be \$409,948.

The finance committee prepared three budgets for the vestry's consideration. Option A includes a 1% cost of living pay increase for all employees and a building maintenance budget of \$10,000. Option B includes a 1.6% cost of living pay increase for all employees and a building maintenance budget of \$9,000. Option C includes a 2% cost of living pay increase for all employees and a building maintenance budget of \$8,000. The finance committee recommends option B as the most equitable for all involved. It was noted that the 1.6% pay increase matches social security's cost of living adjustment. Discussion followed.

It was noted that all items on the recommended budgets are the same except for the shaded lines which are the results of changes in proposed salaries. Clergy salary and SECA have been budgeted correctly in 2020 to correct the imbalances from 2019. It was noted that the vestry is under a legal obligation to approve the housing allowance for the rector. The worship budget for 2020 is down because music has been correctly moved to music & lay payroll budgets. It was indicated that the parish admin health insurance item was not health but dental insurance.

Discussion was held on the budget allocation to music of \$6,000. It was noted that Jonathan's rock bottom request was for \$6,500. Discussion followed. A motion was made to add \$500 to the loose plate offerings budget line (bringing it to \$6,500) and to add \$500 to the expense line for music (bringing it to \$6,500). The motion was seconded and approved by unanimous voice vote. A motion was made to accept Option B as proposed by the finance committee amended for the change to loose plate offerings and music approved above. The motion was seconded and approved by unanimous voice vote.

It was suggested that the budget be reviewed mid-year to see if any amendments would be needed based on actual cashflow. Joan thanked Les and Jeff for their work on the budget and suggested that the budget be reviewed again in June.

**Annual Meeting:** Joan Curtis

Joan reminded the vestry to bring soup for the annual meeting.

**New Business:**

Mason recognized Jeff and Les for their work with the IRS issue. Nikki recognized and thanked Joan, Mason, Lois and Katie for their hard work on the vestry.

The meeting was adjourned at 8:15.

Respectfully submitted by Chrissy Moffett.