

Vestry Meeting, March 21, 2023

In attendance

- Vestry members: Kyle Nix (KN), Martha Tolbert (MT), Don Clayton (DC), Scott Peek (SP), Brad Miller (BM), Matt Casteel (MC), Louis Kyriakoudes (LK), Sharon Dieringer (SD), Nick Burgess (NB), Ione Smith (IS), David Green (DG), David Owen (DO), and Allison Kellermann (AK).
- Clergy: Kristine Blaess (KB), Michael Whitnah (MW)
- Jeanne Potter (JP), David Rowe (DR), and Heather Studenberg (HS)

6:00 p.m. Kristine opens with devotional

Rev. Kristine Blaess

- Leads activity where vestry members are asked to move to stand on a spectrum to visualize how we see church decisions, leadership, conflict, focus.
- She then leads an overview of church size theory (see attachment)
- Goes over vestry administration goes over the new meeting structure and the overview of what the vestry will vote on. She shared that Sharon will cover what things we can celebrate and will schedule vestry members to be at events two by two.
- Asks what else we can add to the agenda:
 - Jeanne shared we need to discuss when will we pay down the debt
 - Ione shared that the Solotech contract livestream equipment support is probably not needed.
- KB asks for us to approve the agenda. MT motions, NB second
 - All approved
- Asks if any corrections to January minutes, then asks for a motion to approve the Jan 23 minutes. SD motions, DC seconds
 - All approved
- Brings up the 2022 parochial report that was emailed out to everyone in advance to review. DC motions, BM seconds
 - All approved

Jeanne Potter: Financial Report

- Discusses that we approve a total budget, but that she works to distribute it based on historical use. Therefore if you look at February, we are rolling along as we should be. Revenue is less, but so are expenses on par with each other.
- Year to date with 323 is a slight loss, which is on par with projections.
- Goes over the summary of cash flow for SPEC, 323, Endowments & Restricted accounts.
- She asks for any new vestry member to please reach out to her for any questions or more in-depth questions as they are getting more acquainted with the financial report.
- KB asks to approve SD motions, MT seconds

Minutes for March 2023 Vestry Meeting

- All approved

Brad & David Owen: JR Warden Report

- David discusses the dehumidifier proposal in Roscoe Brown, and discussed mold issues in the Wall Building. Asked if anyone has any questions, no questions.
- Brad discusses the need for assistance about the basketball goal. Possibly boy scouts, youth parents, but will possibly take two weekends.
- David shared that all vendors prices are going up.

Martha Tolbert: Finance & Administration

- Shared the floor with Jeanne to discuss when we will make an initial payment of debt retirement to our mortgage.
- Ione and Martha discussed making quarterly payments. To spend the funds the way the donors intended.
- Martha motions that we take the cash received through the end of March 2023 to make a payment to the mortgage and then at the end of the fiscal quarter additional payments will be made. DC seconds
 - All approved

Don Clayton: Stewardship nothing to add to the report DC

Scott Peek: Communications

- Nothing to add but wants to get back in touch with the communications meetings.
- Scott and HS agreed to meet and get the communications team together.

Louis Kyriakouides: Arts/Design/Scouts

- The Rood
 - Lauren has been educating the parish about the Rood.
 - No news on the construction of the Rood.
 - Louis will follow up with the artist

Ione: Worship & Music

- Brought her report to share.
 - Has taken time to get to know her constituents.
 - Discussed challenges with building an acolyte team.
 - Music is moving along and sharing their upcoming schedule.

Allison Kellermann: Parish Life

- Two more Lenten soup suppers to go, Parents Group and the Men's Club are responsible for the next two dinners.
- Wednesday Night Dinners will not take place after Holy Week and need to come off facilities calendar)
- Tristin Casteel is doing the reception after the Easter Vigil.

Minutes for March 2023 Vestry Meeting

- KB brought up the general need for norms around alcohol when kids are present. Have it be sparkling grape juice, not wine.

David Green: Member Engagement

- Asked for us to review his job description for member engagement that he shared and provide feedback.

Matt Casteel: Discipleship

- Shared that we do a lot but those who are newer here, how do they learn about all of the opportunities.
- Wants to identify the appropriate champion for each area of the church to connect people to help them find their ministry/formation niche/opportunity.
- Shared that Sandy is in need of ushers for Good Friday.

Kyle Nix: Youth & Children Liaison

- Additions to her report:
 - Met with parents about concerns about the youth ministry.
 - Met with CYMT today and went over what we are looking for, our hopes in a candidate, and learned we get to interview.

Sharon

- Nothing to add to the report
- Shared that the first executive board meeting was held and will meet again tomorrow night.
- Opened up scheduling two by two for upcoming events to ensure vestry presence.
- Celebration
 - All vestry members are here! Yeah!
 - First vestry reports are in and look great.
 - Youth parents meeting went great in moving us forward.
 - Efforts to communicate with each other is going great, more purposeful.
 - Sharon served as an acolyte for the first time at church.
 - Parochial report is complete
 - First pilgrimage completed since pandemic
 - Meat & Potatoes 17 people at the retreat
 - ~~Cindy Clever~~ is a steady rock for the church
 - Ash Wednesday evening service was great.

Heather Studenberg, parish administrator: nothing to add

David Rowe, assistant to the rector on liturgy and formation: nothing to add

Michael Whitnah discusses Holy Week.

Minutes for March 2023 Vestry Meeting

- Shared the reason for no dismissal to services in Holy Week is that they flow into each other with the culmination on Easter Vigil. Encourages vestry to come, participate. See the arc.

Kristine Blaess

- Shared updates on staffing.
 - Jennifer Handy started in the front office and additional responsibilities.
 - Communications holding off until we see how the youth position hire plays out, to see if not CYMT then may need to combine those two to have a better offer to another person.
- Executive session opened, then closed.

Everyone stood and joined in reading Compline.

Main Campus Operating Expenses & Revenues
Actual versus Budget by Major Categories

	One Month Ended 2/28/2023		Two Months Ended 2/28/2023					
	Actual	Budget	Actual	Budget	Prior Year	\$ Var CYTD	% Var CYTD	% Var PYTD
Expenses								
Clergy	\$ 21,539	\$ 23,290	\$ 44,120	\$ 46,530	\$ 45,277	\$ (2,410)	-5.2%	-2.6%
Music	6,548	671	12,616	13,088	12,102	(472)	-3.6%	4.3%
Church Programs	4,473	4,255	7,486	8,510	6,234	(1,024)	-12.0%	20.1%
Other Church Programs	2,903	2,167	4,405	4,184	903	221	5.3%	387.6%
Youth Ministry	700	623	463	1,238	4,355	(775)	-62.6%	-89.4%
Operations/Maintenance	442	442	28,971	28,384	17,200	587	2.1%	68.4%
Administration	-	15,917	26,717	32,318	33,302	(5,601)	-17.3%	-19.8%
Outreach	9,649	9,649	18,161	18,098	19,544	63	0.3%	-7.1%
Debt Service	955	960	1,925	1,934	3,165	(9)	-0.5%	-39.2%
Total Expenses	\$ 47,211	\$ 57,974	\$ 144,863	\$ 154,284	\$ 142,082	\$ (9,421)	-6.1%	2.0%
Revenues								
Pledges	\$ 114,802	\$ 98,391	\$ 201,356	\$ 217,431	\$ 207,205	\$ (16,075)	-7.4%	-2.8%
Debt Reduction Gift*	3,916	12,391	63,436	24,782	-	\$ 38,654		
Unpledged Gifts	5,113	3,379	13,898	11,458	11,454	\$ 2,440	21.3%	21.3%
Other Income	1,808	189	3,965	555	516	3,410	614.4%	669.1%
Total Revenues	\$ 125,640	\$ 114,350	\$ 282,655	\$ 254,226	\$ 219,174	\$ 28,429	11.2%	29.0%
Total Revenues w/o Debt Reduction	\$ 121,723	\$ 101,959	\$ 219,219	\$ 229,444	\$ 219,174	\$ (10,225)	-4.5%	0.0%
Net Income/(loss)	\$ 78,429	\$ 56,376	\$ 137,793	\$ 99,942	\$ 77,092	\$ 37,851	-1.1%	-3.5%
Net Income/(loss) w/o Debt Reduction	\$ 74,513	\$ 43,985	\$ 74,357	\$ 75,160	\$ 77,092	\$ (803)	-1.1%	-3.5%
Principal Repayment	\$ 6,605	\$ 6,602	\$ 13,224	\$ 13,216	\$ 12,896	\$ 8		
Net Cash Flow	\$ 67,908	\$ 37,384	\$ 61,133	\$ 61,944	\$ 64,196	\$ (811)		

Net Impact on Operating Income versus Budget YTD

Expenses YTD	underbudget	\$ 9,421	
Revenue without Debt Reduction YTD	underbudget	(10,225)	
Net Income/(Loss) YTD		\$ (803)	net impact w/o DR

323 Main Street Operating Expenses & Revenues
Actual versus Budget by Major Categories

	One Month Ended 2/28/2023		Two Months Ended 2/28/2023			
	Actual Month	Budget Month	Actual YTD	Budget YTD	Prior YTD	\$ Var CYTD Vs Bud
Expenses						
Insurance	\$ 107	\$ 107	\$ 214	\$ 214	\$ 180	\$ -
Building Maintenance	-	170	-	340	852	\$ (340)
Office Support Staff	671	671	1,342	1,342	1,340	\$ -
Office Support Supplies	44	44	88	88	347	\$ -
Banking Fees	-	-	-	-	-	\$ -
Property Taxes	700	700	1,400	1,400	1,484	\$ -
Other Taxes	442	442	883	883	-	\$ -
Professional Services	-	-	-	-	-	\$ -
Debt Service	3,504	3,538	7,020	7,074	4,936	(54)
Total Expenses	\$ 5,468	\$ 5,672	\$ 10,947	\$ 11,342	\$ 9,140	\$ (394)
Revenues						
Rent Income	\$ 8,299	\$ 8,300	\$ 16,599	\$ 16,599	\$ 16,211	\$ (1)
Total Revenues	\$ 8,299	\$ 8,300	\$ 16,599	\$ 16,599	\$ 16,211	\$ (1)
Net Income/(loss)	\$ 2,831	\$ 2,628	\$ 5,651	\$ 5,257	\$ 7,071	\$ 394
Principal Repayment	\$ 3,916	\$ 3,928	\$ 7,911	\$ 7,866	\$ 7,639	\$ 45
Net Cash Flow	\$ (1,085)	\$ (1,300)	\$ (2,260)	\$ (2,609)	\$ (567)	\$ 349

Notes

1. Gifts received designated for 323 Main Street	\$ 102,267
less 2021 deficit	\$ (4,892)
2022 deficit	\$ (17,125)
2023 deficit YTD	\$ (2,260)
Balance	<u>\$ 77,990</u>

Cash Flow - St. Paul's Episcopal Church

	Main Campus Two Months Ended 2/28/2023	323 Main Street Two Months Ended 2/28/2023
Income (less Debt Reduction)	\$ 219,219	\$ 16,599
Less Operating Expenses	<u>144,863</u>	<u>10,947</u>
Net Operating Income w/o Debt Reduction	\$ 74,357	5,651
Less Debt Principal Reduction from operating funds	13,224 -	7,911
Net After Principal Reductions	<u>\$ 61,133</u>	<u>\$ (2,260)</u>

Main Campus loan balance (2.42%) as of 2/28/2023	\$ 451,842
323 E Main Loan Balance (3.34%) as of 2/28/2023	<u>1,214,413</u>
	<u>\$ 1,666,255</u>
Cash Balance First Horizon as of 2/28/2023	<u>\$ 989,348</u>
Endowment Fund Balance as of 12/31/2022	<u>\$ 1,394,431</u>
Restricted/Designated funds	<u>\$ 386,268</u>

Acolyte Trip Scholarships	1,565
Altar Guild	644
Angel Tree Program	629
Associate Priest's Discretionary Fn	993
Building Fund	21,582
Choir	1,577
Christian Ed	647
Columbarium	25,185
Connect Ministry	12,052
Continuing Education-Staff	1,926
Cursillo/Ultreya	2,963
Dandridge Trust/Coldest Nights	8,632
Debt Reduction/ Above & Beyond	146,791
Designated Campus Improvement	51,602
DOK Daughters of the King	1,450
ECW - Women's Ministries	5,543
Episcopal Peace Fellowship	120
Flower Guild Operating Funds	7,677
Food Bank	125
Haiti Mission Trip	135
Library	50
Memorial Garden Project	13,358
Memorials	47,407
Missions/Designated	735
Music	500
Music-Church Organ Fund	19,544
Piano Fund	(135)
Rector's Discretionary	1,999
Roof Replacement	(2,303)
Scouts	(1,696)
Stained Glass	467
Troop Support	1,508
UTO	61
Youth Fundraisers	12,937

Avg days cash on hand

201

Finance and Administration Report March 2023

Prepared by Martha Tolbert

Office Assistance: I continue to work with Heather in the office performing data entry into our Realm Accounting System.

Parochial Report: I've been working with Heather on the membership portion of the parochial report. Data for this section comes from the membership section of the Realm database and there are challenges every year. Over time, we have worked to update our database and incorporate consistent definitions in the data and it's capture. The system allows for a lot of data capture, however, practically, it's not possible to capture all fields. The parochial report doesn't mandate specific definitions, but allows each parish some leeway in how we define membership categories. They also have added some demographic information requests this year which weren't included in previous years. We have been consistent in our definitions and data this year with last year. We have provided our best estimates when information requested wasn't maintained in our database. Auditing and updating the database would be an excellent special project if resources become available.

Other items: As we get closer to the end of our lease with Jrs., I've started reviewing the proforma we prepared when we performed our due diligence. Now that we have some actual experience, we should be incorporating it into our projections to use as we prepare a new lease.

Adult Discipleship

3/17/23

Matt Casteel

Ongoing Discussion:

- Updated list of Fellowship opportunities
- Clearly post/define what each fellowship offers
 - o Parish Hall
 - o Website
 - o eNewsletter
- Identify an appropriate "Champion" for each fellowship
- Create a clear path to help new members discern which discipleship opportunity best fits their lifestyle

Youth and Children's Ministry Report

March 2023

Kyle Nix

Youth/Children's Events

We have had several successful events these past few weeks leading up to Lent with our Mardi Gras Party, Pancake Supper, and our strong youth participation on Ash Wednesday. This is a busy time of year for schools with the close of winter athletics, the opening of spring athletics, and spring drama/band productions. Even with these, we have had a strong turnout for our youth events.

Here are our upcoming March events:

March 17th- Parent's Night Out

March 19th- Youth Parents Meeting at SNL to discuss CYMT candidate profile

March 21st- Meeting with Lesleigh Carmichael from CYMT to discuss candidate profile

March 26th- Shenanigans at 10am (no SNL due to Spring Break)

*Lenten Soup Suppers on Wednesday Nights

*All youth events through May can be found on the St. Paul's Facebook page!

Current Topics of Discussion

There is some frustration within the youth parent group right now as we try to navigate our way towards clearer communication and consistency. I will be working with Cindy as we move forward to determine how we can best serve our students and their families.

Current Needs

Continued support and participation for youth events!

February 2023 Parish life report

What has your area of ministry been up to this month?

-Lenten soup suppers every Wednesday February 22-March 29

- **What support does your area of ministry need?**

-VOLUNTEERS! VOLUNTEERS VOLUNTEERS

For easter vigil, Wednesday night dinners, etc

- **Are there motions that you'll be bringing to the Vestry?**

None

Completed Projects (March Report):

- Basketball goal procured – need to schedule installation
- Spring lawn maintenance scheduled
- Review proposal for dehumidifier system in Wall Building (see attached).
- Vestry approved Roscoe Brown quote for completely new Nave HVAC system at January meeting

Current Projects (March Report):

- Repair identified leaks in Chancel HVAC line via reroute/bypass - quote received from Roscoe Brown
- Evaluate proposal to install dehumidifier in Wall office building to address mold issue
- Repair holes drilled in front porch during American Leak Detection inspection
- Install basketball goal
- Repair & paint dormers facing East Main Street - estimate is \$6300 - approved by Vestry at December meeting - work to occur when weather warms up
- Review proposed contract and evaluate whether we want to put the church bell on an annual maintenance contract
- Replace / repair ceiling tiles in men / women narthex bathrooms
- Level table between dishwasher & window - raise by 1/2"
- Replace ground-level box lights in front of the building
- Create & deploy signage for various applications on the church property



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TO: St. Paul's Episcopal Church
EMAIL: Heather.Studenberg@StPaulsA
DATE: 3/13/2023
FROM: Brett Rader
RE: Dehumidifier Install

HVAC PROPOSAL

- Scope:** Customer hereby authorizes and directs Roscoe Brown, Inc. ("Contractor") to furnish all labor, equipment, and material to perform the following scope of work at the Property (the "Work"): *(description of work to be done and goods to be used)*
- The following is to quote to add a new dehumidifier for the office building. The scope of work includes installing a new dehumidifier, we would hang it from the ceiling in the back room, duct work connections, electrical connections, drain connections, and a secondary drain pan under the dehumidifier. You have two different options
120 Pint dehumidifier for \$5,575
90 Pint dehumidifier for \$4,595

Total: \$5,575

- Contract Price:** Customer agrees to pay Contractor the sum of **\$5,575** for the Work. The Contract Price is subject to change by written change order, if necessary.

NOTE: Due to changes in material prices, Contractor only guarantees the price of this Work in this Proposal for thirty (30) days from the Proposal Date. The Contract Price is subject to change if this Agreement is signed by Customer after thirty (30) days from the Proposal Date.

- Payment:** Payment is due within fifteen (15) days of the invoice date unless otherwise specified in a separate contract or in writing. Failure to pay is a material default.
The Terms and Conditions on the following pages of this Agreement are specifically incorporated into this Agreement by reference and have been received by the Customer.

CONTRACTOR

CUSTOMER(S)

(I have read this agreement and understand it)

Signature

Signature

Print Name and Title

Print Name and Title

Date

Date

Mech. Lic. No. 13140
Expiration: 5/31/2022
Class: MC-AC; CMC; CE
Limit: Unlimited

TERMS AND CONDITIONS

1. **Payment:** Contractor will issue invoices to Customer describing the Work being invoiced and the charge for the Work. Payment is due within fifteen (15) days of the invoice date unless otherwise specified in writing. Contractor has the right, in Contractor's sole discretion, to suspend any further or additional Work until past due invoices are paid in full.

2. **Interest Charges and Collection:** Customer will pay interest at the rate of one and one-half percent (1.5%) per month on any unpaid balance not paid when due. Additionally, Customer agrees to pay all collection costs, collection agency commissions, attorneys' fees and expenses, and court costs for collection of any past due balance. Contractor may exercise all remedies available under the law, including but not limited to recording a mechanic's lien on the Property.

3. **Change Orders:** In the event of any additions, deletions, or modifications to the original Work, the parties will sign a written Change Order setting forth the scope of the changed or additional work and the price for said work, which shall be documented before Contractor performs said changed or additional work. Such changes will be incorporated into this Agreement. However, if Contractor performs said changed or additional work at the verbal direction of the Customer without a written Change Order, the Customer expressly agrees to pay the cost for said additional or changed work. Customer agrees to execute Change Orders to increase the price to address conditions not reasonably anticipated by Contractor.

4. **Limit of Liability and Indemnity:** Contractor's liability to the Customer shall be limited to contract damages in an amount equal to the Contract Price. Customer expressly waives all claims brought under other legal theories and/or in excess of the Contract Price. Contractor is not liable for claims arising from acts of Customer or Customer's agents. Customer shall indemnify and hold harmless Contractor for all third party claims against Contractor that are not the result of the sole negligence of Contractor. This indemnity includes payment for the attorneys' fees and expenses for Contractor's defense. In such event, Contractor will select legal counsel and control the litigation.

5. **LIMITED WARRANTY:** Upon completion of the Work and payment in full for the Work, Contractor gives to the Customer a one (1) year warranty on the materials and workmanship for the Work from the date of substantial completion. **CUSTOMER AGREES THAT THIS EXPRESS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR HABITABILITY, ALL OF WHICH ARE EXPRESSLY DISCLAIMED BY CONTRACTOR AND WAIVED BY THE CUSTOMER.** Customer hereby waives any and all claims for incidental and consequential damages, whether arising from this Agreement or warranty.

6. **Entire Agreement:** This Agreement shall constitute the entire agreement between the parties. No prior statements or oral representations of any kind shall be binding on either party except as set forth herein or incorporated by agreement in writing. Any amendment or change to this agreement must be in writing and signed by both parties.

7. **Choice of Law and Severability:** This Agreement shall be subject to the laws of the State of Tennessee. The parties agree to Rutherford County, Tennessee as the exclusive venue for any legal action arising from this Agreement. If any provision herein shall be deemed unenforceable, then such provision shall be severed from the Agreement and the remaining provisions shall continue in full force and effect as if the Agreement did not contain the invalid provision.

8. **Electronic Transactions:** The parties agree to conduct transactions by electronic means. Documents and authorizations given by electronic means shall have the same force and effect under the law as traditional paper transactions.

Contractor Initials:



Customer Initials:



Senior Warden's Report

March 2023

1. Executive Committee was called on 3-7-2023 to meet with Andy and Susan Haynes, owners of JR's Foodland. Present at the meeting was Kristine Blaess, Heather Studenberg, Don Clayton, Martha Tolbert, Brad Miller via Zoom, and Sharon Dieringer. The purpose of the meeting was to discuss renovations to the property at 323 E. Main. The Haynes presented 6 items suggested for renovation. The meeting was amicable. No decisions were made. An additional purpose of the meeting was beginning the conversation between the Haynes and St. Paul's about the upcoming lease renewal. Executive Committee meets again on 3-22-2023.
2. On 3-6-2023, Michael Whitnah, Ed Arning, Alicia Hollis, and Sharon Dieringer met with and assisted in the interview of Sewanee Seminarian candidate Kelly Ramer Moody to discuss potential future work with St. Paul's.
3. On 3-12-2023, Heather Studenberg, Jeanne Potter, Brad Miller, Don Clayton, and Sharon Dieringer attended the current Pilgrimage class at the request of David Rowe to present information about St. Paul's Vestry, Parish Administration, and the roles of officers Senior Warden, Junior Wardens, and Treasurer.

February 2023

1. Vestry installation for all members was held during all three Sunday services during announcements to welcome new members and recognize the service of continuing members.
2. Vestry retreat was held the weekend of February 24-25 at the Blaess' home and at St. Paul's. The retreat served to introduce Vestry members to one another and participation in Vestry orientation and our role within the church.

January 2023

1. Vestry officers, Senior Warden and Junior Wardens, were elected on Sunday, 1-29-2023.

Respectfully submitted,

Sharon Dieringer
St. Paul's Vestry
Senior Warden

**Minutes of Meeting of Vestry of
St. Paul's Episcopal Church of Murfreesboro, Tennessee, Inc.
Date of Meeting: January 17, 2023**

Method of Meeting (i.e. virtual or in person): In Person

Vestry Members:

Vestry Member Name:	P = Present A= Absent
Bartsch, DeAnna	P
Burgess, Nick	P
Clayton, Don	P
Dieringer, Sharon	P
Felciano, Dan	P
Hay, Kristi	P
Kellerman, Allison	P
Kyriakouides, Louis	A
Loucky, David	P
Miller, Brad	P
Owen, David	P (via zoom)
Sachs, Steve	Deceased
Tolbert, Martha	A

Clergy Present:

Dr. Blaess

Rev. Whitnah

Staff Present:

Heather Studenberg

Others Present:

Jeanne Potter

Ted Goodman (clerk)

David Rowe

-
- 1 **The Meeting was opened with a devotional by Kristi Hay**

2

3 **The Agenda was approved by Deanna seconded by Kristi. Motion carried unanimously.**

4 **Review of Minutes:**

5 The minutes were approved. Motion to approve by Don Clayton, seconded by Dan Felciano,
6 unanimous.

7

8 **Financial Report (Jeanne Potter):**

9 We ended up the year (2022) one percent (1%) above budgeted amount. This was very good. It
10 seems like every year in December things come through. We were \$75,000 favorable to what we
11 budgeted for the year. We had budgeted to have a \$17,125 loss for 2022 and we only were \$16,883
12 loss for the year on the 323 Property. Our cash on hand has gone down some due to increased
13 maintenance expenses for the campus.

14 In addition, we also have approximately Five Hundred Forty-Eight Thousand Dollars (\$548,000)
15 in designated funds.

16 **Motion to approve by Brad Miller, seconded by Sharon. Motion carried unanimously.**

17 The Budget for 2023 is pretty much the same as last year except that we had to increase the nursery
18 workers' pay because we were losing them to fast food and private babysitting jobs. We also did
19 a small increase to two of the clergy salaries.

20 The vestry reviewed the budget in detail and engaged in an extended discussion and analysis of
21 the budget and various line items in the budget.

22 **Motion to approve Budget for 2023 by Sharon, seconded by Brad. Motion carried**
23 **unanimously.**

24 Kristine's Clergy Housing Allowance is: **REDACTED FROM PUBLISHED MINUTES** for
25 2023 (that is included within the companion already approved by the Vestry, this is just an
26 allocation of a portion of the compensation already approved to the special tax classification as a
27 clergy housing allowance)

28 Michael's Clergy Housing Allowance is **REDACTED FROM PUBLISHED MINUTES** for
29 2023 (that is included within the companion already approved by the Vestry, this is just an
30 allocation of a portion of the compensation already approved to the special tax classification as a
31 clergy housing allowance)

32 **Motion to approve by Dan Felciano, Seconded by Don Clayton. Motion carried Unanimously.**

33 **Vestry Candidates:**

34 **Motion to approve by Deanna. Seconded by Nick Burgess. Motion carried with abstentions by**
35 **David Loucky, Kristi Hay, and Dan Felciano.**

36 There was a Motion by David and seconded by Brad that at Tom Washer's request, if Tom is
37 elected, Tom will fill the one-year term remaining as a result of Steve Sachs' passing. Motion
38 carried unanimously.

39 There was a discussion regarding requests by Brenda Sachs and Tom Washer & Patty Washer to
40 receive absentee ballots for the Vestry election. Kristine read relevant parts of her communications
41 with the Bishop regarding that process. There was a motion by Dan Felciano seconded by Kristi
42 Hay to allow those three (3) parishioners to vote absentee. The Motion carried unanimously.

43 **Kristine announced that St. Paul's has been asked to the 2024 Dioecian Convention. This**
44 **will be paid for by the Diocese so will be revenue neutral to St. Paul's. There was a Motion**
45 **to Accept this invitation by Don Clayton seconded by Sharron. Motion carried**
46 **unanimously.**

47

48 **Committee Reports:**

49 Motion to receive all liaison reports by Sharon, seconded by David. Motion carried
50 unanimously.

51

52 **Wardens' Reports**

53 **Jr. Wardens' Report (Brad Miller & David Owen):**

54 Brad announced we two problems that need to be addressed. We have a "fairly major
55 leak" in the piping that leads to the chancel. It will cost around Eleven Thousand Dollars (\$11,000)
56 to fix that, but we should budget \$12,000 to \$15,000. Brad said this will bring things pretty much
57 up to standard. The compressor that serves the Left Side of the Nave needs to be fixed as well.
58 We can replace the entire unit for \$55,000 or we can replace just the compressor for \$25,000. The
59 Junior Wardens obtained estimates from Lee Company and from Roscoe Brown. Both estimates
60 were very close with Roscoe Brown being about \$53,150. The Junior Warden recommended
61 Roscoe Brown because Roscoe Brown is so familiar with St. Paul's physical plant.

62 The Board approved the Roscoe Brown bid unanimously but the Junior Wardens are
63 going to ask for a five year warranty and see if Roscoe Brown will offer a discount due to St.
64 Paul's paying with a check and not requesting financing.

65 **Sr. Warden's Report (Don Clayton)**

66 Nothing to report.

67

68 **Heather's Report**

70 **Clergy Report:**

71 **Associate Rector's (Rev. Whitnah):**

72 Thomas Becker will be ordained. That is very good news.

73 **Rector's Report (Dr. Blaess):**

74 Kristine thanked Heather and everyone who made the Ministry Fair a success.

75 Kristine informed the vestry about the lawsuit filed against St. Paul's by a person who
76 fell in the parking lot at Junior's. She informed the Vestry of the amount of the lawsuit (Forty
77 Thousand Dollars). Kristine announced that Ted Goodman had been retained to work with St.
78 Paul's and that St. Paul's is paying Murfree & Goodman for his services.

79 **Executive Session:**

80 The vestry did not hold an executive session.

81

Respectfully submitted,

Theodore W. Goodman
Clerk of the Vestry