

## **St. Peter's Episcopal Church / Vestry Minutes, January 14, 2020**

Approved by email January 20, 2020

**Members in attendance:** Wyndie Eberle, Bob Gilbert, Debbie Giordan, Kim Ribbens, Ned Smith, John Sobke, Paul Soderberg, Lyndall Stanley, Judy Sweeterman, Jim Toedtman, Adrienne Willaims, Rev. Hunt Priest, Rev. Kelly Steele.

Also attending: Chris Goode, Kathy Field, Kathryn McLearn,

Doug Eberle, Finance Chair, Emilie Miller, Clerk

The meeting was called to order at 5:30 pm.

Hunt began the meeting with a reading of the Sunday gospel lesson – John 1:29-42. Hunt asked the group to consider Christ's message of "come and see" and asked what people see at St. Peter's and how would people find Jesus at St. Peter's. A discussion followed.

John led a reciting of the Vestry Covenant.

### **Consent Agenda:**

The December minutes were approved by email.

The Endowment Committee offered the following Information Item: As Previously advised, \$17,050 is available for distribution from the Fund in 2020, subject to meeting the standing criteria and receiving the necessary approvals. We are glad to work with the Vestry on appropriate possibilities.

The Endowment Committee made the following request: The Fund is seeking candidates to fill three board member vacancies before year-end. John Kleine will be resigning shortly due to his impending move out of state. Frank Mason and Harold Bulman will reach their maximum allowed service at the end of this year. Suggestions are appreciated. After due consideration, the Board of the Fund will then recommend candidates for approval by the Vestry.

Both Endowment Committee items were approved unanimously.

### **Church Administration:**

#### **Financial**

Jim Toedtman gave an update on the pledge campaign. He stated that the parishioners had responded to the appeal for increased pledges. The 2020 pledge total of \$762,000 exceeded the 2019 total of \$670,000 and that is not including the challenge gift. He also pointed out that historically we lose 10 to

15 member pledges (roughly \$30,000) a year due to death or moves from the area. Jim stated that we need to be prepared to replace those pledges every year so everyone should bring a friend to Church.

Doug Eberle presented the proposed 2020 budget. Several amendments were discussed and after individual item votes, the final budget (see below) was approved.

### **Strategic Planning Team**

Kathy Field reported that the Strategic Planning team felt that the Vision and Mission Statement should be the work of the Vestry not the Strategic Planning team. She offered assistance from the team on those areas and on implementation plans.

### **Endowment Board**

Phil Turek was previously approved as a board member of the Endowment Fund to complete the term of George Hubbs, resigned, which ran through the end of 2019. We request that the vestry approve forthwith a new three year term for Phil Turek.

This request was approved.

### **Church Mission/Ministry:**

#### **Wardens**

Hunt announced the appointment of Debbie Giordan as Senior Warden. The Junior Warden is chosen by the Vestry and will be voted on after the Annual Meeting when the new Vestry is elected.

### **Mutual Ministry Review**

As time was running low, it was decided to move the discussion of the Mutual ministry review to the Vestry retreat.

### **St. Peter's Gala:**

Debbie reported that a caterer has been selected. Cost is currently proposed to be \$100 per person. The live auction will be focused on experiences. There will also be a silent auction.

### **Church Property:**

Paul reported that only two small bills though other projects are being pursued.

### **Closing:**

Hunt and Kelly led prayers of blessing for the retiring Vestry members – Wyndie Eberle, Judy Sweeterman, Randy Stolt and John Sobke.

The next Vestry meeting is February 25 at 5:30pm.

Respectfully submitted,

Emilie Miller, Vestry Clerk

*St. Peter's Episcopal Church*  
*Skidaway Island, Savannah, Georgia*

**2020 Vestry Approved Budget – Jan 2020**

The 2020 budget story: successful stewardship campaign, angel gift, \$34K reduction in Diocese Assessment, expense increases due to inflation, some restoration of 2019 cuts to discretionary items. 2020 pledge income projected to be up 10.6% from the 2019 budget, and 17.5% over 2019 YE projection! The expense budget has been developed from staff and organization chair input and from review of 2019 expenditures. Most “flexible spending” areas were reduced or eliminated in the 2019 budget and the “request” budget includes some potential restoration of those cuts. Medical and dental insurance costs have increased 4 – 4 ½ % from 2019.

The Finance Committee worked to develop a reasonable 2020 “base” & “request” budget. The Vestry approved the following budget at their meeting on January 14, 2020; after reviewing and deciding on each of the various requests.

The Vestry also decided on the allocation of the very generous \$65K angel gift. A portion will be reflected in 2019 Other Income in order to achieve a 2019 deficit in the range of \$10,000, with the remainder being directed to address the Maintenance Reserve Fund deficits incurred due to the remediation of the mold & humidity issues in the sanctuary.

**Vestry Approved budget:**

Income	Non-Pledge, Pledge & Misc.	\$849,150	Based on pledge campaign results & estimations; 2020 is \$82,900 more than 2019 budget
Expense	Personnel	\$576,457 [68.1%]	3% salary increases, continuing Communications @ ½ time
	Outreach - Diocesan Assessment	\$20,000 + \$68,024 [10.4%]	Outreach same as 2019; Diocesan Assessment @ 8% of 3 year income avg.
	Programs	\$26,500 [3.1%]	Adult Ed, Youth Ed, Hospitality, Pastoral Care, Worship, Music Academy
	Administration, Communications, etc.	\$72,075 [8.5%]	Includes Stewardship & CC/Debit card fees
	B&G	\$68,670 [8.1%]	
	MRF contribution	\$15,000 [1.8%]	Dedicated to building repair & replacement – Major projects, other source funding

	Total expenses	\$846,726	
Surplus / Deficit		\$2,424	

The draft “base” budget included the following major changes from the 2019 expense budget:

- Staff - Medical & Dental insurance – 4 – 4 ½ increase  
Impact: \$2,262 increase in personnel costs
- Staff – 2% salary increase for all staff, HR Committee recommends 3%  
Impact: \$8,940 increase in “base” budget personnel costs, additional \$4,730 in “request” budget
- Diocese Assessment – successful 2020 – 2022 appeal resulting in \$68,042 for 2020; 8% of 2015 – 2018 income average; Note that next year our DA will increase to 10% of 2016 – 2019 income average and will be approximately \$84,075 (+\$16K) if the angel gift is included in 2019 income
- Invite – Welcome – Connect - \$1,425 increase  
Impact: Additional support for name tags and general “newcomers” expenses

**The following High Priority Requests were approved:**

Area	Amount	Reason / Comment
Staff – compensation	\$4,730	The staff received no salary increases in 2019. The HR Committee recommends a minimum 2% average increase for all staff in 2020 and prefers a 3% increase. The base budget included the 2% increase, 3% increase for an additional \$4,730 for a total of \$13,670.
Music Programs	\$2,500	\$1,500 Additional Choir Section Leader due to gracefully aging choir members \$1,000 Music Academy – eliminate need for sponsorship donation
Staff – cellphone reimbursement	\$600	Business expense reimbursement for Amanda and Nate; \$25/month
Maintenance Reserve Fund (MRF)	\$10,000	Replenish fund – distribution could be suspended until fall based on income trends
Invite – Welcome – Connect	\$250	Additional support for committee efforts
Misc. Worship expenses	\$500	Additional support for Lenten booklet, partial restoration of 2019 reduction
Other expenses	\$500	Contingency

A 2020 Budget Summary exhibit is attached, including 2019 budget \$ and projected Year End results. Unposted December 2019 known expenses are included. Note that 2019 non-pledge income is almost double the budget #, a significant contributor to achieving a balanced 2019 budget. \$45K of the \$65K angel gift is included in Miscellaneous income. Due to the unsuccessful 2019 Diocese Assessment (DA) appeal, the 2019 budget deficit was actually \$63,835, rather than \$30,135 shown in the exhibit. The 2019 Diocese Assessment has been paid in full.

