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## Vestry Minutes - Tuesday, December 12, 2023



**Members present** - Fr. Jeff, Daniel Foster, Tom Hall, Rich Marini, Julie Breuninger, Fran Stevenson, Sarah Klinetob-Lowe, Barb Downs, Kathy Dittmann. Online- Paul Hochreiter Amy Pritchett

**Members absent** - Sandy Schwartz, Carolyn Donaldson

**Officers** - Julie Kwasnica (online)

**Clerk** - Beth Jones

**I. Opening Prayer** - Fr. Jeff (at 7:02PM)

**II. Approval of Minutes** from November 14th ([link](#))

**III. Reports of Officers and Standing Committees**

A. Officers

1. Rector ([link to report](#)); 1) Fr. Jeff is still looking for a nursery attendant to be in the nursery room every Sunday; Heather is both the nursery coordinator and attendant.
2. Wardens: Senior ([link to report](#)); 1) Kevin Lowe to be ordained to the diaconate on Saturday, Dec. 16; Tom would like to ride with whomever is wanting to go. 2) Fr. Messersmith delivered a terrific sermon on Sunday; it can be followed in Sunday's (Dec. 10) bulletin.
3. Junior ([link to report](#))
4. Treasurer ([link to report](#)); 1) Income was down in November so we ended with a ~\$20000 deficit. Good news is that this is recoverable in December, usually from Christmas offerings. 2) We have advanced pledges totaling ~\$31500 which will be held in the savings account until January. 3) As of Dec. 4, we had 100 pledges for 2024 totaling \$293,582.00. 5) The Finance Committee meeting focused primarily on the 2024 budget.

B. Committees & other ministries

- |                                   |                                  |
|-----------------------------------|----------------------------------|
| 1. Adult Formation—Paul           | 8. Property—Sarah                |
| 2. Children & Youth Formation—Amy |                                  |
| 3. Evangelism & Newcomers—Carolyn | 9. Planning & Development        |
| 4. Finance—Fran                   | 10. Stewardship—Rich             |
| 5. Outreach—Sandy                 | 11. Worship—Jeff                 |
| 6. Parish Life—Kathy              | 12. Community Café—Amy           |
| 7. Pastoral Care—Barb             | 13. Parishioners' Ministry—Sandy |

**IV. Discussion**

- F. Allison Shea is compiling lists where the surveys will go.
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- A. Vandersall Strategic Plan - Fr. Jeff, Tom Hall and Julie Brueninger met with Vandersall reps via Zoom and discussed the proposed survey.
- B. Vestry will be tasked with encouraging people to fill out the survey.
- C. Survey is 5 questions - open ended.
- D. There will be a "listening" Sunday.
- E. Want to hear ALL voices.

## V. Special Orders

### A. Approval of 2024 Budget ([Link to PDF](#))

1. *Suggested Action: To Approve 2024 Budget as presented by the Finance Committee*

2. **Motion to approve the 2024 Budget** - Daniel Foster; 2nd -Sarah Klinetob-Lowe

Unanimous approval from vestry, no abstentions or dissensions.

Comment-During discussion the vestry noted that the deficit of about \$90,000 is much greater than any deficit budget the has been passed, but that three things help them to be more comfortable with that: a) we have passed deficit budgets before, b) in a typical year, we do not spend all that is budgeted, in fact this year we began with a projected deficit of \$60,000 but now it looks like it will be no more than \$10,000 to \$12,000, and c) we still have nearly \$48,000 in the 2020 Surplus fund in addition to endowment funds we could access if we experience a serious deficit in 2024. Finally, the ongoing process of developing our strategic filter and our intention to apply it to the recommendations we received from the ad hoc budget committee this year give us hope that we will be able to address this serious budget deficit.

Recommendation - Will of the vestry to resolve in an adult forum to educate the parish on Church Budget "101". **Motion to educate parish on Church budget** - Daniel; 2nd - Amy Passes unanimously, no abstentions or dissensions.

## VI. Unfinished Business

A. Financial Policy Revision. *Suggested Action: No Action at this time*

## VII. New Business

A. Suggested Funding Plan for Assistant Rector—see Appendix A below

*Suggested Action: Approve the presented budget from Curate Fund for the Assistant Rector for 2024.*

**Motion to approve the presented budget from the Curate Fund for the Assistant Rector for 2024** - Tom; 2nd - Kathy. Passed unanimously, no abstentions or dissensions.

B. Community Café Board Member Appointments (3-year terms)

1. Andrea DeCarle & Carolyn Donaldson—nominated by Board

**Motion to accept Andrea DeCarle and Carolyn Donaldson for Community Cafe Board** - Tom; 2nd -Julie

Unanimous, no abstentions or dissensions.

*Suggested Action: Approve A. DeCarle and C. Donaldson for Community Cafe from 2024-2027.*

C. Parishioners' Ministry Stewards Appointments (3-year terms)

1. Ann Gibboney & Bob Jones—nominated by Rector

*Suggested Action: Approve A. Gibboney and B. Jones for Parishioners Ministry from 2024-2027.*

**Motion to accept Ann Gibboney and Bob Jones as stewards for Parishioners Ministry** - Nominated by Fr. Jeff, 2nd - Tom

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D. Housing Allowance approval for Jeff & Ted

*Suggested Action:*

- *To approve the housing allowance for 2024 in the total amount of \$15,501 per Section 107 of IRS Code for Ted Christopher.*  
**Motion to approve housing allowance for 2024 for Ted Christopher in the amount of \$15,501** - Dan; 2nd -Sarah. Passed unanimously, no abstentions or dissensions.
- *To approve the housing allowance for 2024 in the total amount of \$25,500 per Section 107 of IRS Code for Jeff Packard.*  
**Motion to approve housing allowance for 2024 for Jeff Packard in the amount of \$25,500** - Dan; 2nd - Tom

- E. Request from Parish Life - Allocate \$1,938 (free shipping) from Addison Fund to buy two [cabinets](#) for Parish Life

*Suggested Action: To approve the expenditure of up to \$2100 from the Addison fund for Parish Life Cabinets.*

**Motion to allocate expenditure up to \$2100 from the Addison Fund for cabinets for Parish Life committee** - Dan; 2nd -Tom

*Background: They are setting up an area to store their supplies that will be more secure than the sexton's closet, as there have been issues of supplies going missing. The cabinets are attractive and have doors that close. They will be housed in room 131, a small conference room around the corner from the offices. It will still be able to be used for meetings.*

**VIII. Closing Prayer and Benediction**

**IX. Adjourned at 8:15 PM**

**Next Meeting:** 7:00 p.m. on Tuesday, January 9, 2024 in room 324 (*library*)

**Appendix A - Funding Plan for Assistant Rector**

Curate Expenses for 2024			
		<b>Annual</b>	Notes
Compensation	<b>Salary</b>	\$11,076	3.2% raise over 2023
Compensation	<b>Housing (30%)</b>	\$3,323	30% of salary
Compensation	<b>SS Offset</b>	\$1,102	7.65% of salary plus housing
Paid on his behalf	<b>Pension Contribution</b>	\$2,790	18% of all compensation
Paid on his behalf	<b>Med. Ins.</b>	\$0	
Reimbursement	<b>Con. Ed.</b>	\$1,000	
Reimbursement	<b>Prof. Exp.</b>	\$2,500	
Ministry enabler	<b>Discretionary Fund</b>	\$600	

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	<b>Year Total Expenses</b>	<b>\$22,390</b>	
	<b>Curate Fund Balance</b>	<b>\$139,624</b>	<i>as of 9/30/23</i>
	<b>Available</b>	<b>\$89,624</b>	<i>less 50K principal</i>
	<b>Net</b>	<b>\$67,234</b>	<i>after annual expenses</i>
	Year by Year Extension	3.00	<i>until end of 2027</i>