

The Church of the Good Shepherd

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Minutes for October 18, 2022 at 6:30 PM Vestry Meeting, held in the Parish Hall.

Clergy present: Mark Lobb

Officers present: Tina Thomas (Sr. Warden), Bill Nesbitt (Treasurer), Cynthia Fraser (Registrar)

Vestry members present: Grace Belkot, Harry Gormley, Jill Hanson, Brooke Riegel, Barry Rollins

Absent: Arianne Rice+, Bill Baker (Junior Warden), Marge Rodgers, Charles Warren

WELCOME AND GROUP CHECK INS:

Tina Thomas opened with a prayer and a check-in question. What is bringing you joy and what is hard right now?

SENIOR WARDEN'S REPORT:

Tina Thomas announced that The Day School Board met and approved \$5K for the new signs, that is a 1/3 of the cost and the remainder is paid for by the congregation.

Good Shepherd received a very generous gift from an anonymous parishioner of \$100,000 to continue the roof repair and \$4,000 for the new signs.

Tina announced that Kim Chalmers will be moving to Connecticut, but will continue to work for Good Shepherd remotely. She will begin working remotely on November 21st. On January 1, 2023, Ruth will become the Facilities Manager.

Grace is planning a Vestry Dinner with the Hospitality Committee in the Parish Hall for the congregation. It will be catered by CuVino on Nov 15th at 6:30PM. There will also be a Trivia Contest. We suggested a small fee of \$12 per person or \$20 for a family. She will send out a separate Event Brite for people to sign up to judge how much food to order. We are encouraged to invite people outside of our church to attend as well.

The Family Friendly Eucharist had 8 people for the first service, and we are encouraged to invite people to that as well. Last week, we had our best attendance since Covid with 69 people for the three services.

TREASURER'S REPORT:

Bill reported that the Finance Committee met last night. Kim and Bill will draft a budget for next year. With no meeting in November, because of the dinner, and generally, we have no meeting in December, Bill said we will need to meet, possibly by Zoom, to approve the 2023 budget. He said we need more people and more revenue. He asked for another \$25K withdrawal to fund operations through the end of the year. Tina made a motion to approve the \$25K withdrawal which was seconded by Grace and approved unanimously.

We then discussed another fundraising event. We said we might want to plan for the Spring so we don't compete with the Day School auction. Brooke mentioned the success of the Silent Auction with a western theme held years ago, but we need co-chairs. Names that were suggested were Liza Ebeling and Courtney Mueller- but she is in the process of moving to Florida.

TREASURER'S NOTES/COMMENTS:

1. Our parish continues to face some financial challenges. Unbudgeted repairs are now at \$57,000 for the year. The investment climate remains volatile. Pledge income and other revenues continue to lag short of our goals.
2. When we are able to rent the rectory, we will have a steady income stream which should help, as will the corresponding decrease in utility and maintenance costs.
3. Our total equity is down \$176K from last year at this time. Continuing to fund our operations from our endowments will continue to erode our overall equity unless we can realize additional revenue or reduce expenses. We have made two of the approved transfers already, and will make the third this week. We will need one additional transfer of \$25K before the end of the year to fund our operations and meet payroll. I will be asking for vestry approval for the additional transfer at the October vestry meeting.
4. We are now projected to fall \$16,250 short of our total annual giving budget
5. Expenses are now projected to be ~\$64K over budget, due mainly to utility costs (\$6,914), repairs & maintenance (\$55,106), and employee benefits (\$1,170).
6. Our projected deficit for the year is \$67,437

STATEMENT OF FINANCIAL CONDITION 09/30/22:

1. Good Shepherd remains in guarded financial condition. We continue to use endowment funds to cover operating expenses. Unbudgeted repair costs continue to increase (now at \$57,000).
2. Investments and Bank accounts = ~\$1.22 million
3. Operating Account balance = \$17,930
4. Liabilities = \$21,775 (J2A pilgrimage, memorial funds, and \$13K in pledged money due the Improvement Fund)
5. Total Equity = ~\$2.73 million

STATEMENT OF ACTIVITY 09/30/22:

1. Pledge income (\$296,481) is down ~\$16,500 compared to last year at this time
2. Designated gifts of \$12,023 are for the new signage. This will be offset by an expense once the work is completed
3. Endowment transfers to support unbudgeted repairs, work to prepare the rectory for rental, and to fund operations are up \$52,500 over last year
4. Regular contributions are up \$6,300 compared to last year
5. Salaries are up ~\$42K over last year (in all categories) due to staff raises, increased costs for choir, organist, supply clergy, and the addition of the new Assistant Rector to the payroll

6. Utilities are up ~\$8,200 compared to last year
7. Repairs and Maintenance are up \$45,200 over last years' level

JUNIOR WARDEN'S REPORT:

Bill Baker was unable to attend, but here is the report he filed by email:

- So far this month there have been no major building and grounds issues requiring the expenditure of unbudgeted funds.
- **The Rectory:** work necessary to lease the rectory was completed early this month. The property has been leased and the new tenants have moved in and rent is being collected.
- **New Signs:** We have secured all the funds necessary for the new signs including a \$5,000 contribution from Good Shepherd School. The contract for the new signs has been signed and the fabrication and building of the signs is moving ahead. We anticipate installation late fall.
- **Ongoing Issues:** We still face several areas that will need repairs/replacement in the future including: the portion of the roof that needs to be replaced; the floor in the foyer needs repair; the carpet in the church offices need to be replaced; the bathrooms need updating; door security needs upgrading.

ADDITIONAL ITEMS:

Tina mentioned that she is stepping down as Senior Warden next year and that the Nominating Committee is meeting to discuss new suggestions for 4 new Vestry members. She welcomed suggestions.

It was discussed the concern for a Capital Campaign or "Improvement Fund" so we don't have to keep drawing on our endowment.

It was mentioned that a Day School mother has a baking business and she might want to use the kitchen and we discussed if she should pay "rent" or we should give her the use of the space in exchange for baked goods for Sunday coffee hour?

It was announced that we have a renter for the Rectory, and they moved in this week and are paying \$4850 a month, so that is helpful to our budget.

Barry mentioned the need continues at ACTC for the peanut butter and mac and cheese and the Thanksgiving drive is about to kick off, and he pledged 100 bags for Good Shepherd this year. The demand is up and resources are down. He will have a basket at the dinner for people to make donations, if they prefer, or bring your bags to the church or to ACTC at certain times.

Jill mentioned that Loaves and Fishes is meeting the first Saturday of every month at Good Shepherd to make sandwiches and food to take downtown for the homeless. Generally, they meet between 2:30-4:30PM and then head downtown and the delivery in the truck lasts sometimes till 10 PM.

It was mentioned that Children's Chapel has resumed and people are encouraged to bring their children to church or to the shorter new service at 9:15.

Tina closed with pastoral concerns and we all said the Lord's Prayer.

The meeting concluded at 7:30 PM.

Submitted by Cynthia Fraser, Registrar for the Vestry

Signature 

By email, Bill Baker, the Junior Warden, asked the Vestry to authorize, the transfer of \$6,737.60 from the Heritage Fund to pay for the front door intercom and access system. The vote passed unanimously on October 25th.

On November 15th, the Vestry held a Dinner and Trivia Night in lieu of our formal Vestry Meeting.

On December 7, 2022, the Vestry held a meeting by Zoom to approve our budget for the next fiscal year. Marge moved that we approve the budget and it was seconded by Bill Baker, and it passed unanimously. We have a \$109,352 deficit this year. We discussed the need for a fundraiser in the Spring and the need for a Capital Campaign.

On December 13th, the Day School Board and Vestry held their annual Holiday Party instead of the meeting.