

SAINT MARK'S EPISCOPAL CHURCH

Vestry Meeting

Dec. 9, 2021

Present: Cheryl Boop, Mark Drew, Rachel Dwyer-Markwardt, Anice Ellis, Phil Glandon, Judith Grant, Barbara Hyre, Jay Iams, Julia Johnson-Davis, Marilyn Karl, Henry Markwardt, Bill Mayr, Irina Reed, Sam Slee, Leslie Winters, Rev. Vicki Zust,

Absent: Roman Skoracki

Guests: Bruce Johnson, Barb Keyes, Betsy Gillespie

The meeting was called to order at 7:30 pm by Mark Drew.

MINUTES of the October 5, 2021 meeting were reviewed. Upon **motion, seconded and passed**, the minutes were approved as written.

RECTOR'S REPORT

Staffing Update – Vicki Zust announced that the Organist Search Committee has extended a call to Michael Schreffler. Michael is currently the organist for a Methodist church in London, Ohio. January 10th will be Michael's first day at Saint Mark's. The interim organist has agreed to extend his stay through January 9th.

Invite, Welcome, Connect – Vicki indicated that Vestry will discuss Invite, Welcome, Connect (a model for newcomer ministry) at the January meeting.

New Member Brunch – a gathering for new members is scheduled for January 9th. Saint Mark's typically hosts a brunch, but diocesan regulations may prohibit serving food because of Covid. As a result, Vicki is not sure what form the event will take. Vicki suggested a scavenger hunt as a possible alternative.

WARDEN'S REPORT

Vestry Covenant – Mark reminded Vestry that a draft of a Vestry Covenant was written at the Vestry Retreat. Mark, Vicki, Jay Iams, and Marilyn Karl subsequently did some minor editing of the draft. Vestry reviewed the proposed new wording. Upon **motion, seconded and passed**, the Vestry Covenant was adopted with the changes suggested.

Vestry Slate – Mark reminded the group that an invitation to attend a Vestry meeting had been extended to anyone who might be interested in serving on Vestry. Mark and Vicki welcomed the guests in attendance. The final slate of candidates is still to be finalized. The Vestry class that is leaving is only 3 members, so we need to fill 4 positions plus a youth warden to get back up to a full team. Mark and Vicki extended their heartfelt thanks to the exiting class of Marilyn Karl, Jay Iams, Rachel Dwyer-Markwardt, and Henry Markwardt for their service.

FINANCIAL REPORT

Phil Glandon gave the financial report. Saint Mark's has a significant surplus this year, due in large part to the forgiveness of the PPP loan. Phil also gave an update on the special funds. The Trinity Guild has a balance of \$53,000, and the Major Project fund has a balance of \$173,000.

DISCUSSION AND ACTION ITEMS

Clergy Housing Allowance for 2022 – Phil explained that clergy doesn't have to pay income tax on the portion of their income that is designated as for housing, and that Vestry must approve a housing allowance each year.

Upon **motion**, duly **seconded** and **passed** by unanimous vote, the Vestry of St. Mark's Episcopal Church, Upper Arlington, Ohio designates up to \$36,000 of the Rev. Vicki Zust's compensation for the calendar year 2022 as Housing Allowance, pursuant to section 107 of the Internal Revenue Code. The Vestry further stipulates that the amount designated above as a housing allowance shall apply to calendar year 2022 and all future years unless otherwise provided.

Building Update – Leslie Winters reported that the recent skylight roof repair cost \$3,600. The caulking around the flashing was faulty. The roofer also fixed and caulked some tiles that were problematic. The estimate is that we have approximately 5 years until the whole roof will need to be replaced. A pump for the boiler had to be replaced at a cost of \$3,000.

Stewardship Update – Phil Glandon, Cheryl Boop and Julia Johnson-Davis gave an update on the Stewardship Campaign. So far, Saint Mark's has received \$369,000 in pledges, representing 11 new pledgers. Of the pledges received, 36 increased and 7 decreased their pledge amount. Compared to last year, the total dollars pledged are down \$23,000 (from a total of \$392,000 in 2020). There are 30 people who pledged last year but haven't been heard from this year. Some won't pledge, but most have just forgotten to get their cards turned in. Phil's best guess is that we will land around \$400,000 at the end of process. A follow up letter went in the mail Wednesday of last week. The plan is to wait another week or so and then follow up with the remaining outstanding families. About 40 people responded to the time and talent request, too.

Memorial Garden Maintenance – Bruce Johnson led a discussion on the need to update the Memorial Garden. Bruce said he is not sure how old the existing landscaping scheme is, but there are issues with current set up. There is a large tree blocking the view of the memorial plaque. The tall yews are in mixed condition, but if we replace some of them, we need to replace all of them. The bench is leaning. The bluestone walkway is in good shape. We are running out of room, and there is no record of whose remains are where or when they were interred. A landscape designer, Jason Kentner, was asked to put together a proposal for updating the garden that can be done in stages. The design would cost \$4,000. Jason Kentner is willing to serve as general contractor and oversee the actual work. The Memorial Garden Fund has a balance of \$15,300. Bruce estimates that labor would cost more than the plants themselves. The church has other landscaping issues beyond the Memorial Garden. Vestry asked for a second quote to compare pricing. It would be best to get the design work done during the winter when prices should be lower.

Draft Budget Discussion – Vicki led a discussion of the first draft of the budget. There were \$580,000 in "aspirational" requests. That is not sustainable, so the draft budget must be pared down significantly. Optional requests, including things like some preventive maintenance for the facility, expanded outreach (without special donations), a program assistant, and a property manager will be eliminated. Vestry reviewed the remaining budget items and nothing jumped out as clearly not necessary. Vicki said there are 4,000 new residences being built within 3 miles of the church, so it is both optimistic and reasonable to have aspirations for increased membership and pledges. Vestry will talk in more detail in January about the budget.

Annual Reports – Vicki indicated that ministry teams' annual reports can be similar to what was provided last year. Vestry will discuss the annual meeting further at the January meeting.

There being no further business, the meeting was adjourned at 9:40pm with a prayer led by Vicki.

Respectfully Submitted,



Barbara Hyre