

St. Mark's Vestry Minutes
April 7, 2026 - 7:30 PM

Attendance: Edward Atkins, Dwight Anstaett, David Boop, Michael Bowman, Kevin Fix, George Knight, Bill Lange, Nicole Moon- Koharik, Jody Porreca, Bill Silliman, Melanie Tepley, Bonnie Thomson, Dan Verilli, John Wilson, Park Zimpher, Vicki Zust

Digital Attendance: Norman Jones

Not Present: Alex Reed

Welcome and Opening Prayer: Vicki Zust 7:31 PM

Call to Order: Kevin Fix (Senior Warden) 7:31 PM

1. Approval of Previous Meeting Minutes: Approved as amended.

2. Reports:

a. Rector's Report: Vicki

- i. Holy Week was glorious. The choir deserves a standing ovation. The attendance was very good – 71 at the Vigil, 145 at 9:00 and over 220 at the 11:00 service.
- ii. We have had many visitors, not just at the Easter services. Many of them have come back a second time.
- iii. Vicki has been appointed to the city of Upper Arlington Master Plan task force. This group will be doing a master plan for the next ten years or so. Vicki asked to be on the committee. This will help connect the church to the community. She will serve on the mobility subcommittee which is concerned with such things as sidewalks, public transportation and parking. This will last for 24 months.
- iv. Vicki will take a three-day spiritual retreat sometime in the Spring. She has not planned her vacation yet.
- v. She will be gone the 31st of May for her niece's high school graduation. That is the day for choral matins, and the annual recognition of the choir for their service this year. Bruce Smith will supply.

b. Senior Warden Report: Kevin

- i. Also congratulated all who made the Holy Week happen.
- ii. Work has started on the HVAC system.
- iii. Many things on the calendar.

c. Junior Warden Report: Bill

- i. March 26, Vicki, Kevin, Bill and Dave Yeager met with Air Force One. Dave Yeager is a gold mine with this project. He knows our current set up in detail. They went through 4 segments:
 1. Install of the roof equipment
 2. The electrical upgrades, which have been started
 3. The replacement of the air handlers
 4. Boiler work

- ii. They discussed the maintenance, and warranties and did a walk-through of the building. They answered an exhaustive list of questions.
- iii. Clean-up workday was a big success. A lot of things got done. They changed twenty regular light bulbs and many florescent light bulbs. A lot of cleaning was done.
- iv. If you see equipment around the building that you haven't seen there before, leave it. Ask Bill or Dave Yeager about it. It probably has to do with the ongoing work projects.

d. Treasurer's Report: George

- i. George went through his report.
- ii. We found out last week that the diocese gave us a grant of \$50,000 for the bell tower as part of the capital campaign.
- iii. Treasurer's report was approved unanimously.

3. Discussion Items

a. Diocesan Curacy- update and next steps

- i. The groups who interviewed her are enthusiastic about going forward with having Mary Jane as a curate. Our expectation is to provide for her discretionary fund and to cover her mileage. We will convert some space into an office space for her. In the first year we will provide \$500 for a discretionary fund, and \$500 to cover her mileage. In 2027 the amount will be double because it will cover a whole year. The first half of 2028 will revert to a total of \$1,000. She has a lot of experience and skills welcoming and incorporating new people. She looks forward to working with the children.
- ii. Vicki needs a resolution passed to have the curate. Moved by Kevin, seconded by Dan. Approved unanimously.
- iii. Dan and Bonnie will work with Vicki to determine what she will need for her office.
- iv. There will be a committee of 4 or 5 people who will meet with Mary Jane periodically to give her feedback and help her with her transition. Kevin and Norman will serve on that committee and will recruit the other members.
- v. Her ordination will be Tuesday, July 28.

b. HVAC Replacement Update

- i. They started on Monday. The air handler is almost entirely dismantled. We currently do not have air conditioning in the nave. The compressors should arrive the first week of May, so the air conditioning should be up by the end of the first week of May. They will then dismantle the boiler and put the new boiler in.
- ii. There is still air conditioning in the parish hall, and it should be only one or two days when there is no air conditioning in the parish hall. If necessary, we can open the windows.
- iii. At some point dumpsters will appear on the lawn. They will not be there during the cultural arts fair.

c. Diocesan Staff Day (April 24) Bonnie & Ed

- i. Just need morning snacks and coffee in the morning. The bishop will arrive around 9:30
- d. **Regional Leadership Day (April 25) Bonnie & Dan**
 - i. Was previously called Columbus Region Vestry Day. The big thing is to keep the coffee going. 9:00 to 1:30 (Helpers should arrive at 8:00)
- e. **Cultural and Artisans Fair (May 2) David, Nicole & Dan**
 - i. Sign ups are up. They will need help with set up and clean up.
 - ii. There are 20 artisans coming. Vicki has talked to the police and the mayor. There will be a community resource officer.
 - iii. We may get a grant from Upper Arlington to cover the cost of hiring high school musicians. There will be one musician who plays a traditional Japanese stringed instrument.
- f. **Farmer's Market (Starts May 13) Bill Lange, Park, & Bill Silliman**
 - i. Sign-up sheets are up.
 - ii. There will be an opening ceremony. Vicki will be there.
- g. **Safe Church & Anti-Racism Trainings**
 - i. Be sure to do those. Check with Melanie at the church office for sign-in information.
- 4. **Open Discussion, Parking Lot Issues**
 - a. Pray for Mark Schmidt in the closing prayer.
 - b. Pray for those currently deployed in the military.
 - c. Pray for a peaceful resolution in Iran
- 5. **Blessing and adjourn. 8:21**

Goals for 2025 -2026 program year:

- **Look at how we are getting newcomers engaged**
- **Move website to updated platform (work in progress)**
- **Continue to build children's formation program**
- **Capital Campaign**
- **Finalize plans for 75th Anniversary**

Saint Mark's Statement of Activities

Year to date - 04/30/2026

Yr is 33.3%
Complete

	<u>This Year to date</u>	<u>Last Year to date</u>	<u>2026 Budget</u>	<u>% of budget</u>	<u>Comments</u>
REVENUES:					
Member Contributions - pledged	\$252,046	\$261,227	\$472,000	53.40%	Early pledge payments has us tracking ahead of Budget YTD.
Plate & non-pledge receipts	20,574	21,271	75,000	27.43%	
Earnings from Investments	8,900	-	57,000	15.61%	Earnings posted on a quarterly basis in 2026. Market rebound in April and beginning of May has put us back on track.
Rental Income	7,464	6,484	18,000	41.47%	
Other Income	381	362	1,500	25.40%	
Total Revenue	<u>\$289,365</u>	<u>\$289,343</u>	<u>\$623,500</u>	<u>46.41%</u>	In line with prior year. Tracking better than budget due to early pledge payments.
EXPENSES:					
Staff & Payroll Expenses	114,509	105,789	\$341,110	33.57%	Investment fees recorded quarterly in 2026 versus semiannually in 2025.
Administration	28,866	24,701	74,500	38.75%	\$7,316 in Boiler repairs in Jan. 2025.
Facilities	49,268	57,052	129,500	38.04%	Outreach support increased to \$20,000 in 2026 (\$1,666 per mo.) vs \$18,000 (\$1,500 per mo.) in 2025
Outreach	6,667	6,000	20,000	33.34%	Will be adjusted to \$6323 per month in May to reflect increase in 2026 Share to \$72,526
Diocesan Mission Share	20,460	20,460	72,526	28.21%	Timing of Youth Group expenses
Christian Formation	1,377	1,291	3,800	35.24%	Timing of coffee purchase
Fellowship & Hospitality	1,588	857	3,400	46.71%	
Member Care					
Music	963	2,821	10,025	9.61%	
Stewardship					
Worship	535	1,151	2,925	18.29%	
Total Disbursements	<u>\$224,233</u>	<u>\$220,122</u>	<u>\$657,786</u>	<u>34.09%</u>	Expenses slightly above budget, primarily trimming related.
Net Income (deficit)	<u>\$65,132</u>	<u>\$69,221</u>	<u>(\$34,286)</u>		

SAINT MARK'S BALANCE SHEET AS OF: APRIL, 2026

	April <u>YTD 2026</u>	April <u>YTD 2025</u>	
ASSETS:			
Current Assets:			
First Merchants - Checking	31,338	86,480	
First Merchants - Money Market Acct	249,135	65,405	Capital Campaign contributions
Cash and Cash Equivalents	280,473	151,885	
Columbus Foundation - Benefactor	711,250	273,527	Capital Campaign contributions
Columbus Fdn Major Projects	182,525	174,977	
Endowment Fund - ECF	400,208	354,882	
Prepaid Expenses	10,483	5,782	
Capital Campaign - Expenditures	-	12,300	
Total Current Assets	1,584,939	973,352	
Long-Term Assets:			
Furniture & Fixtures net	14,051	16,481	
Computer & Office Equipment net	7,874	22,075	
Capital Lease Copier net	2,053	3,813	
Landscaping/Signage net	4,848	6,236	
Building net	1,466,392	1,571,599	
Constr. In Progress	222,940	-	
Land	58,570	58,570	
Collectables	15,556	15,556	
Total Long-Term Assets	1,792,285	1,694,330	
TOTAL ASSETS	3,377,224	2,625,768	
LIABILITIES AND FUND BALANCES:			
	April <u>YTD 2026</u>	April <u>YTD 2025</u>	
LIABILITIES:			
Accounts Payable	7,544	9,958	
Accrued expenses	4,702	6,769	
Copier Lease Liability	1,861	3,380	
	14,107	20,108	
GENERAL FUNDS	13,260	17,904	
MEMORIAL / GIFT FUNDS	21,656	27,902	
MUSIC FUNDS	77,388	68,913	
STAFF FUNDS	3,821	4,254	
MAINTENANCE FUNDS	248,290	248,190	
PROPERTY / PLANT / EQUIPMENT FUNDS:			

Capital Campaign Collections	568,741	10,000
Landscaping & Gardens	2,743	2,743
Property Fund	1,792,285	1,694,330
PROPERTY / PLANT / EQUIPMENT FUNDS	<u>2,363,769</u>	<u>1,707,073</u>
Endowment Fund-Restricted	400,208	354,882
Other Operating Fund Balance	234,725	176,543
TOTAL LIABILITIES AND FUND BALANCES	<u>3,377,224</u>	<u>2,625,768</u>

Status of the Capital Campaign April 2026

	2025		YTD 2026	Campaign To Date	% Collected
Pledges to date:	\$1,668,594	80 Pledges			
Collection of Pledges to date:	\$717,516		\$ 167,143	\$ 884,659	53%

Expenditures to date:

Campaign Expenses	\$12,627
Deposit to cover detailed proposal	\$17,500
Payment for Nursery & Narthex HVAC	\$14,375
	<u>\$44,502</u>

HVAC System progress payment \$
205,440

Progressive Roofing 21,475

Campaign to date spending	\$271,417
---------------------------	-----------

St Mark's Capital Campaign
Update
6-May-26

	<u>Case Statement</u>	<u>Latest Estimate</u>	<u>Comments</u>
<u>Top Priorities</u>			
HVAC Systems	750,000	950,000	
Bell Tower repair	200,000	221,170	\$271,170 estimate less \$50,000 grant
Drainage issues	150,000	15,000	
Flat roof repairs	<u>100,000</u>	<u>15,000</u>	
	1,200,000	1,201,170	
<u>Second Priorities</u>			
Renovating bathrooms	125,000	125,000	
Upgrading lighting in Parish Hall	75,000	75,000	
Painting Narthex and Parish Hall	50,000	50,000	
Replacing Memorial Garden Wall	50,000	50,000	
Improving Flooring & Insulation	<u>25,000</u>	<u>25,000</u>	
	325,000	325,000	
<u>Third Priorities</u>			
Kitchen renovation	150,000	150,000	
Energy efficient windows & doors	<u>100,000</u>	<u>100,000</u>	
	250,000	250,000	
Total	1,775,000	1,776,170	