

2024-01-24 St. Brendan Vestry Minutes - Revised

Date: January 24, 2024

Time: 8:30 - 10 a.m.

Location: St. Brendan the Navigator Episcopal Church, Deer Isle

Present:

- Rev. Elaine Hewes
- Allen Downs
- George Pazuniak
- Beth Carter
- Jack Beaudoin
- Marilyn Verhey via Zoom
- Dan Reardon via Zoom
- Meg Graham via Zoom
- Skip Greenlaw (guest)
- Pete Dane (guest)

Agenda:

1. Opening Prayer - Elaine
Elaine also welcomed guests Skip Greenlaw and Pete Dane.
2. Acceptance of Minutes from Last Meeting
Allen moved to accept the minutes, and Beth seconded the motion. George noted that the hall rental policy should be attached to the minutes. The minutes were then accepted by unanimous vote.
3. Discussion of the 2024 Budget
 - a. Dan summarized some minor changes to the 2024 budget, including:
 - i. a decrease in anticipated plate income from \$10,000 to \$6,000;
 - ii. a decrease in building contingency expenses from \$5,000 to \$1,000;
and
 - iii. an increase in office supply budget to \$5,000, in part to cover the cost of a new copier.
 - b. Dan also reported that the Finance Committee had split evenly on the funding formula for outreach and asked the Vestry to decide between two options:

- i. Option 1: Allocating 9% of pledge income for outreach spending, plus an additional 1% for Episcopal Relief and Development
 - ii. Option 2: Allocating 10% of pledge income for outreach spending, plus an additional 1% for Episcopal Relief and Development
 - c. Allen moved that "the budget assumption for 2024 be that 10% of the pledge income be allocated for outreach spending, plus an additional 1%, as historically established, be further allocated to ERD." Furthermore, the motion provided that "any budget surplus at the end of the calendar or budget year be allocated at least 50% to any additional outreach work."
 - d. Following lengthy discussion, the original motion was amended for clarity by breaking it into two parts:
 - i. Motion 1: Allen moved that "the budget assumption for 2024 be that 10% of the pledge income be allocated for outreach spending, plus an additional 1%, as historically established, be further allocated to ERD." George seconded this motion. The motion passed unanimously.
 - ii. Motion 2: Dan moved to allocate 100% of the 2023 budget surplus to outreach. Jack seconded. The motion passed unanimously.
 - e. Finally, Beth moved to accept the 2024 budget as amended by Dan's three changes summarized above in the bullet points listed in item 3.a. Allen seconded. The motion was accepted unanimously.
 - f. Editorial note from the clerk: While not adopted by vote, the discussion preceding the three budgetary motions indicated broad consensus among vestry members that any surpluses at the end of the year should be substantially allocated to outreach, and that the congregation as a nonprofit organization should not carry over undesignated surpluses from year to year.
 - g. Elaine thanked Dan and the finance committee for their exceptional work not only on the 2024 budget, but for the entirety of their stewardship over the past few years.
4. Vestry Updates
 - Elaine reminded vestry members of the Safe Church training requirements and documentation
 - Elaine also noted that preparations for the bishop's visit would need to start soon and should be discussed in the February meeting
 - Work continues on efforts to create a document repository online for official documents (minutes, policies, etc)
5. Measuring the Success of Goals

The discussion then turned to measuring the success of the goals set during the

visioning process. Meg suggested using the word "indicators" rather than "measures," and examining the goals at every meeting to discuss the progress made. Elaine suggested that Meg might craft a written action that the vestry could adopt as part of its monthly meeting to review one of the four visioning goals and discuss indicators of success.

6. \$5,000 Gift from Stephen Gill Family Foundation
The vestry agreed to review the prior-year gift (\$10,000) at its February meeting, particularly how that money was allocated, which could provide guidance about how the current gift should be used.
7. Ministry Highlights
In the interest of time, some highlights were quickly mentioned, including work by education and spiritual formation, building grounds and technology, welcome and hospitality, outreach, and worship and music.
8. Copier Purchase
Dan raised the topic of purchasing a new copier. The lease-own agreement calls for a \$165/month all-inclusive fee for five years (\$60/month more than the previous lease), at which time we take ownership of the machine. Pete Dane says he prints 600 copies a week for church materials and the current machine ("Satchel") is no longer able to be repaired. The situation is urgent. Dan made a motion to purchase the proposed machine, Beth seconded, and vestry voted unanimously to move forward with it.
9. Discussion on Bylaws
Meg raised the issue of one-year terms for officers. The conversation revolved around making the positions of treasurer longer term and developmental. The conversation concluded without a motion to amend current practices, but there was agreement in favor of a more intentional approach in inviting people to serve, and providing training and orientation for new officers.
10. Adjournment
The meeting was adjourned by unanimous consent. The next meeting is scheduled for the 28th of February.

Respectfully submitted,

Jack Beaudoin, Clerk