



ST MARTIN-IN-THE-FIELDS
EPISCOPAL CHURCH

Vestry Meeting Minutes

Date: April 13, 2023
Meeting Open: 7:02 p.m.
Next Meeting: May 18, 2023

Submitted by: Deanna-Marie DiPirro
Adjourned: 7:55 p.m.

Present:

Fr. Nick Evancho
Pete Schlau, Sr. Warden - *Via Zoom
Ellen Valvo, Jr. Warden
Melodie McEvoy
Allie Porter
Kris Dodge
Dawn Farquharson

Jerry Cahill
Amy Heist
Joe Childs - *Via Zoom
Carol Northrup
Sharon Jones - *ABSENT
Charlotte Craig - Guest
Sharon Petty - Guest

1. Fr. Nick Evancho led the Vestry in prayer.
2. Call for Additional Business
 - Amy Heist requested to add the Chicken BBQ to the Agenda.
3. Review/Acceptance of March Minutes
 - Fr. Nick asked if there were additions or corrections to the minutes of the March 9, 2023 meeting, and Dawn Farquharson stated that there was a correction because she was absent from the last meeting.
 - Amy Heist motioned to accept the March minutes with this correction, and Kris Dodge seconded the motion. The minutes were accepted by a unanimous vote.
4. Review/Acceptance of March Financial Report – *from Mike Somer
 - Fr. Nick stated that this financial report is as of 3/31/23 and is not current, as there are more funds in the Operating Account now.
 - Fr. Nick discussed some of the expenses, including an unexpected plumbing expense of \$620.73 to fix the urinal in the downstairs restroom.
 - Fr. Nick stated that there is also a charge of \$701 for Worker's Comp Insurance that he is going to look into.
 - Pete Schlau stated that our year-to-date income is up, but expenses are high. Pete will look into.
 - Pete also stated that the Endowment Board has two accounts set up; one for the Capital Fund and Outreach, and one to support the Operating Account. The endowment Board voted to distribute \$2000 to the church bank account for operating expenses, and now a Vestry vote is needed.
 - As no other questions or comments arose regarding the financial statement, Jerry Cahill motioned to accept the financial report for the month of March as written, and Amy Heist seconded the motion. The financial report for March was accepted by a unanimous vote.
 - Pete Schlau motioned to approve the disbursement of \$2000 from the 2nd Endowment Fund account to St. Martin's Operating Account. Carol Northrup seconded the motion. The motion

passed by a unanimous vote.

- Pete Schlaud stated that the sale of the Shea's tickets and the income from the Chicken BBQ will help "heal" our finances.

5. New Business

a) Pet Pantry Proposal

- Charlotte Craig and Sharon Petty joined our Vestry Meeting to discuss the possibility of starting a Pet Food Pantry at St. Martin's. They discussed their previous efforts at Grace Church and stated that it was completely self-sufficient and purely outreach.
- Joe Childs suggested reaching out to Paula Macrides as she has professional experience, and Amy Heist suggested that Alice Gerard would be able to feature this project in a future story to help promote it.
- Fr. Nick stated that the needs of the project would include:
 - The Church to promote it.
 - Donations
 - Start-up date
 - Volunteers
- Discussion from the Vestry included that the only issue would be available storage. Joe Childs suggested that a proposal be put together and brought back to the Vestry for approval. Charlotte and Sharon will meet with Fr. Nick to look at options for storage.

b) Online Payment Processing Software

- Fr. Nick discussed the option to incorporate online payment options for sales items.
- Fr. Nick stated that there is a small processing fee for credit cards, as we have the same fees for credit cards used at the Chicken BBQ.
- There is also an option to create a QR code to include in the bulletins for parish giving.
- Currently, parishioners are using their own Venmo accounts for payment, and this can cause issues because the IRS requires that payments received over \$600 must be reported, and it is difficult for the church to track these fundraising and income items properly using this method.
- Fr. Nick stated that he successfully implemented this program at his last church, and that the system keeps excellent accounting.
- Ellen Valvo added that this is a good option for the community members, those that are not necessarily parishioners.
- The Vestry decided to move forward with the software, and Fr. Nick will follow up with Mike Somer to implement.
- Discussion continued regarding the current clearing of the land for the pavilion, and the Vestry wanted to thank Bob Mesmer for all his hard work.
- There was also a freezer donated anonymously for the Meat Raffle and the Vestry wanted to say thank you for this generous gift.

c) Fundraising

i. Comedy Event Recap

(i) The event was a huge success and raised \$2700. Thank you, Ellen Valvo!

ii. Meat Raffle 2

- (i) This event will take place on May 12 and will take place again at the Knights of Columbus at 6pm.
 - (ii) Jerry Cahill inquired as to the \$2000 in singles that are needed for the night of the Meat Raffle, and Fr. Nick will go to the bank and arrange to have the money available for the event.
- ii. Chicken BBQ & Basket Raffle
- (i) Letters have been sent out to businesses requesting donations for the basket raffle. Amy Heist stated that the list of businesses was updated by herself and Lisa Hoyt.
 - (ii) The banner and sandwich boards were updated as well.

6. Additional Business

- Mutual Ministry Review
 - Amy Heist was requesting approval from the Vestry to purchase welcome flags for outside in front of the church to attract new parishioners. Joe Childs suggested maybe adding this item to a fundraising event, and Fr. Nick added that it might not be financially feasible right now.
- Fr. Nick's Schedule
 - Fr. Nick stated that he will be out of town May 10-May 13 and will unfortunately not be able to attend the Meat Raffle.
 - Fr. Nick is also requesting to move the next Vestry Meeting to May 18, and the Vestry approved this change.
 - Fr. Nick will be having surgery in June as well and will have to miss a Sunday and is looking for supply.
- Pastoral Needs
 - Fr. Nick discussed the pastoral needs of the congregation.

7. Adjourn

- Motion to adjourn was offered by Joe Childs and seconded by Amy Heist. The motion passed by a unanimous vote.

Next Vestry Meeting

- The next Vestry Meeting will be Thursday, May 18, 2023 at 7pm.

Attachments:

1. Vestry Meeting Agenda – April 13, 2023 – Fr. Nick Evancho
2. March Financial Statement – Mike Somer
3. Vestry Meeting Minutes – March 9, 2023 – Deanna-Marie DiPirro