



ST MARTIN-IN-THE-FIELDS
EPISCOPAL CHURCH

Vestry Meeting Minutes

Date: February 14, 2019 Submitted by: Deanna-Marie Nati
Meeting Open: 7:00 p.m. Adjourned: 9:15 p.m.
Next Meeting: March 14, 2019

Present:

Fr. Chris O'Connor

Ellen Valvo, Sr. Warden

Jeanne Percival, Jr. Warden

Molly Ehlenfield

Megan MacConkey - Absent

Bob Mesmer

Marylou Pohl

Dave Porter

Kris Dodge

Lynn Clark

Sharon Jones

Mark Korzelius

Marge Schlau – *Called In

Canon Cathy Dempesy-Sims

Joe Childs

Julie DeAngelo

Fr. Chris led the Vestry in prayer.

Search Team Update

- Joe Childs discussed finances and the timeline for the Search Process. The Search Committee recently had a meeting and they discussed the Capital Drive, the Parking Lot, and the Rectory, and are looking for guidance from the Vestry. Kris Dodge added that she created an Action Plan as well.
- Canon Cathy stated that the search here was different because there were no Vestry members on the Search Committee. She stated that the Day of Discovery was "fabulous", and gave us information that will be helpful, and folks getting to know each other was great. It was also a great turnout, even with the weather.
- Canon Cathy handed out a *Cost of Clergy Sheet* and stated that we are in Group 3. She also stated that David Bowman formed a Compensation Committee to ensure that the salaries are at a fair level. For SECA, the Parish pays half.
- Marge Schlau asked about the Rectory amount, and Canon Cathy stated that we needed a Realtor for the Fair Market Value of the house.
- Canon Cathy stated that ideally, a Rector would look for the Parish to have 3 times the total, and that is just a good business practice. She stated that Fr. Earle was not paid at the level that he should have been, and that was his own choice. She wanted to state that so that there isn't such a shock when looking at the numbers.
- Sharon Jones asked if the Pension was per year, and where it went, and Canon Cathy answered that it was for the year, and that it goes to a fund in NYC.
- Sharon Jones asked if we chose to go for a Part-Time Rector, and the priest has their own housing, if we could rent out the rectory, and Canon Cathy said yes, absolutely. Kris

Dodge added that that would come with challenges of being a landlord, and who would be renting.

- Marge Schlau added that she was concerned that it seemed like the Diocese was stated that St. Martin's was not the viable church that we thought we were. Canon Cathy stated that she just wanted to make the numbers clear and have everyone aware.
- Canon Cathy stated that the Rectory renovations need to start because the Diocesan policy is that the house needs to be done if it is to be used for the compensation package. Joe Childs then stated that his understanding is that the money and the Rectory need to be here before the Search can begin, and Canon Cathy agreed.
- Canon Cathy handed out a Getting Ready to Search sheet, and stated that Bishop Sean will get the top choice and help with the interview process. She stated that this will shorten the interview process, and that if more names are requested, then more names will be given at that point. She stated that the more people you interview, the longer the process will take. They use a huge database, with the help of transition officers and Bishops.
- Joe Childs went on to discuss that if the Vestry decides to only accept someone who will accept the Rectory as part of the Compensation Package, that the Search Committee needs to know that. Joe also stated that the Search Committee will be conduct practice interviews will Canon Cathy.
- Julie DeAngelo then joined the meeting to discuss the Rectory Renovations. The discussion took place of parishioners doing some of the work, as opposed to professionals, and if that had an effect on liability. The discussion continued with also looking at selling the piece of land by the Rectory, the Pavilion, and also repairing the parking lot. Canon Cathy offered assistance with the parking lot stating that she knew a company that could do it, and said that we should contact her for the information.
- Julie DeAngelo handed out a Rectory Rehab Scope of Work Sheet, and a Summary of Estimates packet for the Vestry to review.
- Kris Dodge then handed out her Action Plan sheet, and explained the timeline of everything.
- Julie DeAngelo also discussed the possibility of fundraising, including a Meat Raffle, which Beth Boron previously discussed, Sabres game 50/50, a fundraiser similar to a GoFundMe page, and the possibility of collaborating with Jack & Jill for fundraising as well since it is shared space. Julie spoke with the President of Jack & Jill, and had a good conversation regarding this in the future.
- Mark Korzelius stated that when he was previously on the Endowment Committee, that they have ~ \$6,000 available for the Vestry, but it would have to be requested because they are only allowed to give out so much.
- Joe Childs stated that since there were grants for relocation costs, that maybe we should look into grants for anything. Canon Cathy stated that there are not a lot of grants for the Rectory, but could possibly look at doing something with Jack & Jill, for example, or looking into the Episcopal Building Fund, which is nationwide, or the Trustees offer

loans as well. Canon Cathy stated that church grants are mainly for ministry, but they are trying to look into building grants for 2020.

- Fr. Chris asked if we would share this with NWPA, and Canon Cathy stated that we do not share our money, but she was given information on funding from them
- Joe Childs stated that it is important to communicate with the congregation, but that the Search Committee wants to communicate with the Wardens first to not be redundant
- Sharon Jones asked if it was just a U.S. Search that takes place, or an International, and Canon Cathy stated that they have to be a part of the Office of Transition Ministry
- Jeanne Percival thanked Joe Childs and Chris Dodge and the entire Search Committee for all of their hard work
- Canon Cathy stated to please contact her at any time if there are any questions.
- Julie DeAngelo asked what the next step would be to move forward with the Meat Raffle, and Molly Ehlenfield and Ellen Valvo stated that no Vestry approval was needed for this. Ellen Valvo did state that she would like more information with the GoFundMe page fundraiser before moving forward with that.
- Jeanne Percival requested a priority list from Julie DeAngelo for the Rectory, and stated that the electric definitely needs to be done as stated from the home inspection.

Ellen Valvo asked if there were any additions or corrections for the minutes of the December 13, 2018 or January 10, 2019 Vestry meeting. No one opposed, and the minutes were passed by a unanimous vote.

Monthly Finances

- Ellen Valvo stated that we need to address the cost of the cleanup for downstairs after the water damage, and that the \$1500 needs to come out of Maintenance.
- Ellen Valvo moved to take \$1500 from Maintenance to pay for the cleanup bill. The motion was seconded by Jeanne Percival. The motion passed by unanimous vote.
- Molly Ehlenfield asked if the issue was fixed, and Jeanne Percival said yes, that Ken Killian repaired the problem.

Capital Fund Drive

- Eric Boron will chair this committee

Vestry Liaison Reports

- Christian Ed - Ellen Valvo stated that we need a new liaison for Christian Ed now that Elizabeth Wynne is no longer on the Vestry. Jeanne Percival suggested asking Megan MacConkey.
- Funerals - Marylou Pohl - No report at this time
- Office - Molly Ehlenfield - All is well from Deanna

- Communications - Dave Porter - The website is being update approximately every 2 weeks. Marge Schlau gave a big thank you to Allie Porter for all of her work with our social media as well.
- Scheduling - Marge Schlau - Scheduling is going well, even though she is away. Jack & Jill have been communicating well, and just wants to make sure that the Vestry is communicating as well. Marge Schlau wants to let parishioners know about the Google Calendar, and to make sure that they are contacting either herself, or Deanna in the office, to schedule something in the building.
- Building & Grounds - Bob Mesmer - Bob stated that the lighting project is complete.

Chicken BBQ/Raffle

- Peter Schlau will chair this committee
- He is looking for leadership for the sub-committees
- He will check weekend dates with the Vestry for the event

Active Shooter Protocol

- Ellen Valvo stated that Fr. Chris was looking into this program
- Lynn Clark stated that she is also able to look into this program to get us more information

Other Items Discussed

- Mark Korzelius stated that there should be an actual document for the Rectory, and the Vestry should decide on the list, and have the actual dollar amount listed as well.
- Marge Schlau suggested that we contact Ken Killian to see if he could get 3 estimates for the parking lot before the next Vestry meeting. It was stated that he would only need to get 2 estimates because Bob Mesmer already has 1 estimate.
- Marylou Pohl stated that someone mentioned that the roof shingles were falling off from the severe wind that we have recently had. She suggested maybe having Ken Killian look into it.
- Marge Schlau stated that she would also include Shrove Tuesday on the Calendar for March 5.
- Julie DeAngelo stated that she will move forward with the Meat Raffle and Sabres 50/50 fundraising. Julie also mentioned a Paint Night fundraiser, and the Vestry stated that this would be a good fundraiser for J2A/Rite 13.

The next Vestry meeting will be Thurs. March 14, 2019 at 7pm.

Who will speak to the congregation on Sunday about tonight's Vestry meeting?

8:00 a.m. Sharon Jones/Bob Mesmer

10:00 a.m. Ellen Valvo/Jeanne Percival

Sunday Announcement Schedule:

Feb. 17 – Ellen Valvo/Jeanne Percival

Feb. 24 – Marylou Pohl

Mar. 3 – Molly Ehlenfield

Mar. 10 – Lynn Clark

Motion to adjourn was offered by Ellen Valvo. The motion was seconded by Jeanne Percival. The motion passed by unanimous vote.

Treasurer's Report for January 2019

Operating Fund	\$11,099
Capital Fund	24,962
Gift Fund	6,117
Total	\$42,178

Attachments:

1. Vestry Meeting Agenda - February 14, 2019 - Ellen Valvo
2. January Income Statement - Mike Somer
3. *2019 Cost of Clergy Position* – Canon Cathy
4. *Getting Ready to Search* – Canon Cathy
5. *St. Martin's Action Plan* – Kris Dodge
6. *St. Martin-in-the-Fields Rectory Rehab* – Julie DeAngelo
7. *Summary of Contractors Rough Estimate* – Julie DeAngelo