



ST MARTIN-IN-THE-FIELDS
E P I S C O P A L C H U R C H

CORRECTED Vestry Meeting Minutes

Date: March 10, 2022 Submitted by: Deanna-Marie DiPirro
Meeting Open: 7:01 p.m. Adjourned: 8:03 p.m.
Next Meeting: April 7, 2022

Present:

Fr. Nick Evancho	Allie Porter
Mark Korzelius, Sr. Warden	Kris Dodge
Pete Schlau, Jr. Warden - *Called In	Dawn Farquharson
Eric Boron	Jerry Cahill
Irene Ehde	Amy Heist
Melodie McEvoy	Ellen Valvo

Fr. Nick Evancho led the Vestry in prayer.

Add to Agenda

- Fr. Nick Evancho asked if there was anything to add to the Agenda, and Ellen Valvo added that LIFT is interested in having a graduate recognition reception this year with breakfast. We would just need to get a list of graduates.
- Fr. Nick stated that we also need to vote in the treasurer and clerk for this Vestry term.

Review of Minutes

- Fr. Nick Evancho asked if there were additions or corrections to the minutes of the January 13, 2022 meeting, as our February Vestry meeting was cancelled. There were no additions or corrections at this time.
- Jerry Cahill motioned to accept the minutes, and Dawn Farquharson seconded the motion. The minutes were accepted by a unanimous vote.

Financial Report – *from Mike Somer

- Fr. Nick stated that the financial reports are from January & February.
- Fr. Nick stated that there are a few bills due at the beginning of the year, and that attendance is usually lower in January, which is common for parishes.
- There is a loss of about \$4000.
- Late fees compiled from the past year amount to a loss of approximately \$3000, per Fr. Nick.
- We were also in the red last year at this time.
- Ellen Valvo inquired as to what falls under the “rent” category, and Fr. Nick replied that it is Jack & Jill currently paying \$600/month, and donations from AA.
- Fr. Nick stated that there were late deposits from January that were made in February.
- Fr. Nick also added that our fee for the Accounting service that we use for payroll and tax were due this first quarter.
- Eric Boron stated that parish giving is up from 2021, and that income historically goes up and down, as it is common to have high income months and low income months.

- Fr. Nick stated that we have a small “cushion” in the bank, and that the Capital Account is up because of sales of the Columbarium niches.
- Eric Boron motioned to accept the financial report for the months of January and February as written, and Amy Heist seconded the motion. The financial reports for January and February were accepted by a unanimous vote.

New Business

Election of Clerk and Treasurer

- Fr. Nick stated that we would need to appoint and confirm the Vestry Treasurer and Vestry Clerk for this term.
- Mark Korzelius motioned to appoint and confirm Mike Somer as the Vestry Treasurer, and Deanna-Marie DiPirro as the Vestry Clerk, for this Vestry term. Eric Boron seconded the motion. The motion passed by a unanimous vote.

Update of Bank Signature Cards

- Fr. Nick that we would need to appoint and confirm the Vestry Treasurer and Vestry Clerk for this term.
- Fr. Nick stated that every year the signatures on the bank accounts are updated to include the new warden. These bank accounts also include the treasurer. Fr. Nick is looking to add his signature to these bank accounts, which will allow him the information needed to assess our finances.
- Fr. Nick stated that historically, Paula Cramer takes care of Accounts Receivable, and Mike Somer takes care of Accounts Payable. However, Mike Somer recorded all of the parish giving this year.
- Mark Korzelius suggests setting up a meeting with himself, Fr. Nick, and Mike Somer. Discussion took place on how to assist Mike Somer, and areas where he may need additional help. We currently have the church credit card on automatic bill-pay, so there are currently no late fees, and our Accounting company pays the taxes, which corrects any fines or penalties.
- Eric Boron motioned to change the bank signature cards to include Mark Korzelius, Sr. Warden, Pete Schlau, Jr. Warden, and Fr. Nick, on all bank accounts except the Altar Guild account. Irene Ehde seconded the motion. The motion passed by a unanimous vote.

Carpet Replacement Update/Recovery of Deposit

- Fr. Nick discussed where we are with the carpet situation. He mailed a letter to Eric Ion, both by regular mail and certified mail, and they were returned to us.
- Eric Boron offered information on the process if we choose to take him to small claim’s court.
- Vestry discussion took place, and Fr. Nick will move forward with the process. He will go to Grand Island Town Hall and see if he can file there.
- Fr. Nick will then get a quote from John Griffin, and possibly a contact through Allie Porter’s principal.
- Fr. Nick stated that under the carpet there is asbestos, which will most likely result in

- a larger quote than we originally were given. Ellen Valvo wanted to add the Acolyte room floor to the list as well.
- Pete Schlau stated that the original quote was for an upgrade, and that we may want to look at rolled carpet instead of tiles. Pete has concerns about taking Eric Ion to court, thinking he probably does not have assets to collect on, as he concluded from the research he completed to try to find any additional information he could.
 - Eric Boron suggests we start the filing process in small claims court, and the Vestry agreed. Fr. Nick will go to Town Hall and see if he can begin the process.

Endowment Funding of Blessing Box

- Fr. Nick discussed the idea of the Blessing Box project.
- Pete Schlau offered to pay for the materials to build the Blessing Box from the Endowment Fund. He will bring the idea to the Endowment Board and see if they are interested in supporting the project. He will then present it to Vestry.
- Fr. Nick will keep everyone posted.

Cleaning Services

- Fr. Nick stated that in July, there will be no more J2A families cleaning the church.
- We will need to bring in a cleaning service or hire a Sexton. If we hire a Sexton, we will have to come up with a job description and rate of pay for this position.
- Fr. Nick stated that we will have to come up with a succession plan before then.
- Discussion took place regarding the J2A families that clean, and when the cleaning is set to stop, as it will most likely be July, instead of September.
- Fr. Nick will get quotes from companies for cleaning services.

Amendment of Budget for Music Funding

- Jeanne Suski has requested \$550 for the 2022 year for additional items for music after the budget was completed. Originally, there was no budget request for this year.
- Amy Heist motioned to amend the 2022 budget to include \$550 for music, as requested by Jeanne Suski. Melodie McEvoy seconded the motion. The motion passed by a unanimous vote.

Clergy Report

Lent & Easter Services

- Fr. Nick stated that he will offering Stations of the Cross at 7pm on Fridays during Lent. They will begin tomorrow, March 11.
- He will also have a Maundy Thursday service at 7pm, and a Good Friday Service at 7pm.
- There will be two services on Easter Sunday at 8am and 10am.

Addition Discussion

- Allie Porter requested a more inspirational message on the digital sign out front. It was discussed that it is difficult to see with multiple messages. Deanna and Fr. Nick will correct it this week.

Next Vestry Meeting

- The next Vestry Meeting will be on Thursday, April 7, 2022 at 7pm.

Motion to adjourn was offered by Irene Ehde and seconded by Melodie McEvoy. The motion passed by a unanimous vote.

Attachments:

1. Vestry Meeting Agenda – March 10, 2022 – Fr. Nick Evancho
2. January & February Financial Statements – Mike Somer

*Vestry minutes corrected and filed by Deanna-Marie DiPirro on April 10, 2022.