



ST MARTIN-IN-THE-FIELDS
EPISCOPAL CHURCH

Vestry Meeting Minutes

Date: March 9, 2023
Meeting Open: 7:00 p.m.
Next Meeting: April 13, 2023

Submitted by: Deanna-Marie DiPirro
Adjourned: 8:14 p.m.

Present:

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

Jerry Cahill
Amy Heist
Joe Childs - *Via Zoom
Carol Northrup
Sharon Jones - *ABSENT
Bob Mesmer – Guest
Mark Korzelius - Guest

1. Fr. Nick Evancho led the Vestry in prayer.

2. Pavilion Project Proposal

- Mark Korzelius supplied folders with the information for the Pavilion Project Proposal, including blueprints, information regarding the Capital Drive, information on the project, proposal, timeline and budget.
- Pete Schlau discussed the Capital Drive sheet, and added that we have very generous people and we are on our way! Pete also stated that the Meat Raffle proposed date has moved to the Fall.
- Mark Korzelius stated that the project committee includes Bob Mesmer, Kris Dodge, Pete Schlau, Ken Killian, Fr. Nick, and himself. He continued to explain the project information in the packet – location, pavilion size, floor, electrical, timing, and specifications.
- The floor was discussed and stated that it was not included in the original quote and would therefor be an additional \$10,000.
- Bob Mesmer is able to begin clearing the land immediately.
- The committee hopes to have this project completed by the Chicken BBQ.
- There is a correction to the dimensions of the storage area, as they should be 11' x 19' (not inches).
- Joe Childs inquired about permits and insurance for the project and Fr. Nick stated that we have a comprehensive umbrella policy for the church.
- Let the minutes reflect that the Vestry discussed and decided to continue the project with Jeff Miller without liability insurance.
- Mark went over details of the proposed budget and the projected usage of funds.
- Kris Dodge explained, for the new Vestry members, that Jeff Miller is the contractor for both the pavilion project and the roof.
- Bob Mesmer explained the blueprint drawings of the pavilion.
- Fr. Nick asked the Vestry if there were any questions or concerns at this point, and Pete Schlau wanted to emphasize how important it is to make sure we are giving the congregation the correct information when questions arise, i.e., whether or not we are doing the floor, etc.

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Priest-in-Charge: The Rev'd Nick Evancho, SOSc ♦ Bishop: The Rt. Rev'd Dr. Sean W. Rowe

- Amy Heist added that we could apply for the diocesan grant again next year.
- Jerry Cahill motioned to allot \$46,568 for the purpose of completing the pavilion project. Joe Childs seconded the motion. The motion was accepted by a unanimous vote.
- Fr. Nick thanked everyone for their hard work with this project so far.

3. Call for Additional Business

- None at this time

4. Review/Acceptance of February Minutes

- Fr. Nick Evancho asked if there were additions or corrections to the minutes of the February 9, 2023 meeting, and there were none at this time.
- Amy Heist motioned to accept the February minutes, and Pete Schlau seconded the motion. The minutes were accepted as written by a unanimous vote.

5. Review/Acceptance of February Financial Report – *from Mike Somer

- Fr. Nick discussed the overview of the February Financial statement, including the balance of the Operating Account which is currently \$2,791.
- Pete Schlau added that the second Endowment Fund could assist with the operating budget and that he is awaiting the statement from State Street and will be having an upcoming meeting regarding the amounts.
- Fr. Nick stated that missing Christmas is a major reason for the low operating amount, and that he is not worried. Pete Schlau added that we just need to make it to the Chicken BBQ for added income.
- As no other questions or comments arose, Ellen Valvo motioned to accept the financial report for the month of February as written, and Kris Dodge seconded the motion. The financial report for February was accepted by a unanimous vote.

6. New Business

a) Confirmation of Treasurer and Clerk of Vestry

- Amy Heist motioned to confirm Mike Somer as Treasurer of Vestry, and Deanna-Marie DiPirro as Clerk of Vestry. Ellen Valvo seconded the motion. The motion passed by a unanimous vote.

b) Change of Signatories on Church Accounts

- Joe Childs motioned to change the bank signature cards to remove Mark Korzelius and include Ellen Valvo, Jr. Warden, and on all bank accounts, except the Altar Guild account. Amy Heist seconded the motion. The motion passed by a unanimous vote.
- The new bank signature cards will be as follows:

Rector's Discretionary Fund Account

- Mike Somer
- Paula Cramer
- Pete Schlau
- Ellen Valvo
- Fr. Nick Evancho

Operating Account

- Mike Somer
- Paula Cramer
- Pete Schlau
- Ellen Valvo
- Fr. Nick Evancho

J2A Account

- Mike Somer
- Paula Cramer
- Pete Schlau
- Ellen Valvo
- Fr. Nick Evancho

Rite 13 Account

- Mike Somer
- Paula Cramer
- Pete Schlau
- Ellen Valvo
- Fr. Nick Evancho

Gift Card Program Account

- Mike Somer
- Paula Cramer
- Pete Schlau
- Ellen Valvo
- Fr. Nick Evancho

Church Gift Fund Account

- Mike Somer
- Paula Cramer
- Pete Schlau
- Ellen Valvo
- Fr. Nick Evancho

Capital Account

- Mike Somer
- Paula Cramer
- Pete Schlau
- Ellen Valvo
- Fr. Nick Evancho

c) Approval of Cash Housing Allowance

- Ellen Valvo motioned to allow \$34,000 for housing allowance for Fr. Nick Evancho. Jerry Cahill seconded the motion. The motion passed by a unanimous vote.

d) Fundraising

- i) Comedy Event – This event sold out in 3 days. The doors open at 7pm and the show will begin at 8pm.
- ii) Meat Raffle 2 – There will be another event scheduled in the fall and will be headed by Tom Davide.

7. Additional Business

- Altar Rail Cushions
 - Pete Schlau stated that there was prior authorization by the Vestry for \$1200 for this project. The supplier has become unreliable, and a new supplier is more expensive. Pete is asking the Vestry if we should wait or move forward with the new supplier.
 - Ellen Valvo suggested looking into the Altar Guild for the additional funds that the new supplier is charging beyond the initial \$1200.
 - The Vestry decided to continue to stand on the previous ruling and move forward with the project with the new supplier.
- Carpet Repair
 - Ken Killian is currently working on the carpet repairs.

8. Adjourn

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

Next Vestry Meeting

- The next Vestry Meeting will be Thursday, April 13, 2023 at 7pm.

Attachments:

1. Vestry Meeting Agenda – March 9, 2023 – Fr. Nick Evancho
2. February Financial Statement – Mike Somer
3. Vestry Meeting Minutes – February 9, 2023 – Deanna-Marie DiPirro
4. Capital Drive Update & Pavilion Project – Mark Korzelius