



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

Vestry Meeting Minutes

Date: November 11, 2021
Meeting Open: 7:06 p.m.
Next Meeting: December 8, 2021

Submitted by: Deanna-Marie DiPirro
Adjourned: 8:36 p.m.

Present:

Fr. Nick Evancho
Amber Root, Sr. Warden
Mark Korzelius, Jr. Warden
Lynn Clark
Sharon Jones - ABSENT
Eric Boron
Pete Schlau

Irene Ehde - ABSENT
Melodie McEvoy
Allie Porter - ABSENT
Kris Dodge - ABSENT
Dawn Farquharson
*Mike Somer - Guest

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 Pete Schlau added an Endowment Board update.

Review of Minutes

- Fr. Nick Evancho asked if there were additions or corrections to the minutes of the October 21, 2021 meeting, and there were no additions or corrections at this time.
- Lynn Clark motioned to accept the minutes, and Amber Root seconded the motion. The minutes were accepted by a unanimous vote.

Financial Report – *from Mike Somer

- Jack & Jill has been paying their rent on time thus far.
- Mark Korzelius motioned to accept the financial report for the month of October as written, and Pete Schlau seconded the motion. The financial report for October was accepted by a unanimous vote.

Audit Report – *from Mike Somer

- Mike Somer went through the audit report for 2020 that was submitted to the Diocese, which includes the Operating Fund, Gift Fund, and Capital Fund.
- Fr. Nick stated that the Rector's Discretionary Fund should be added going forward and that he can hand over the ledger.
- Mike Somer discussed the IRS penalty that St. Martin's has received and stated that the reason was due to filing taxes late in 2020. Mike has written a check to cover this fee in full. Amber Root offered support and any additional help that Mike may need to ensure that this does not happen in the future.
- Page 7 lists "other income" and Mike stated that this is any other income other than pledges.

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

- The Vestry thanked Mike for all his hard work completing this report.

New Business

Compensation Review

- Fr. Nick stated that the sub-committee for the budget review met and the reasonable data point that was used was 2019, and that they were able to come up with a balanced budget.
- Estimate of Giving vs. Actual Giving was discussed, and according to our by-laws, financial statements should be sent out quarterly.
- The financial statements will be sent out with a thank you and will include information on our bill pay option.
- Fr. Nick will draft a thank you letter, and Amber Root suggested that the Vestry sign this letter as well.
- Staff Compensation was discussed.
- Fr. Nick stated that the organ needs service, and that they are doing all they can to try to repair it manually because the cost for service is extremely high.

Carpet Replacement Update

- Pete Schlau stated that the carpet installation gentleman is back to work, and we are on schedule for this month. Pete will continue to follow-up.

Boiler Repair Update

- Fr. Nick stated that the boiler is currently being repaired, and that it has been cold due to some thermostat issues.
- The total cost for repairs is approximately \$2000 and it will last 25 years.
- The Vestry stated that this expense should be funded from the Capital Fund.

Amendment to the By-laws

- Fr. Nick stated that the Vestry previously discussed amending the by-laws to include 2 changes:
 1. Annual election to be held in the first quarter instead of the first Sunday in Advent
 2. Petitions for nominations prior to the election
- Revision needed for the Nominating Committee section, delete “to be held in December”
- Also change “nominations will cease in November”, to “nominations will cease one week before the Annual Meeting
- The Vestry also discussed improving the balloting procedures
- Fr. Nick will revise by-laws after this Vestry discussion
- Amber Root motioned to amend the by-laws to allow for the Annual Meeting after Christmas and the new year as opposed to the start of Advent. Melodie McEvoy seconded the motion. The motion was passed by a unanimous vote.

Endowment Board Update

- Board members are:
 - Fr. Nick
 - Sr. Warden
 - Pete Schlau
 - Mike Somer
 - Carol Northrup
- Pete Schlau gave an update from the last Endowment Board meeting on October 24.
- The Endowment Board moved the funds from Morgan Stanley to the Episcopal Church Fund.
- The Endowment Board discussed changes that they were looking to make with the Vestry pertaining to investments and trustee recommendations.
- Eric Boron motioned to approve the following changes to the Endowment Fund governing documents:
 - Target allocation be changed from 60%/40% equities to fixed income to 80%/20% equities to fixed income +/-10%
 - “Available for distribution” allocation be reduced from 5% to 4%
 - Endowment Board meeting and reporting to Vestry be changed from quarterly to semiannually
- And additionally:
 - Approve Pete Schlau to serve a second three-year term on the Endowment Board
- Dawn Farquharson seconded the motion. The motion was passed by a unanimous vote.

Pastoral Notes

- The Vestry discussed parishioners in need of pastoral care.

Next Vestry Meeting

- The next Vestry Meeting will be in-person on Thursday, December 9, 2021 at 7pm.

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

Attachments:

1. Vestry Meeting Agenda – November 11, 2021 – Fr. Nick Evancho
2. October Financial Statement – Mike Somer
3. Audit Report Results from Charles E. Wright – Mike Somer
4. Endowment Board Update to Vestry – Pete Schlau