



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

Vestry Meeting Minutes

Date: October 21, 2021
Meeting Open: 7:03 p.m.
Next Meeting: October 14, 2021

Submitted by: Deanna-Marie Nati
Adjourned: 8:15 p.m.

Present:

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

Irene Ehde
Melodie McEvoy
Allie Porter
Kris Dodge
Dawn Farquharson
*Guest – Paula Cramer

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 there were no additions at this time.

Review of Minutes

- Fr. Nick Evancho asked if there were additions or corrections to the minutes of the September 9, 2021 meeting, and there were no additions or corrections at this time.
- Sharon Jones motioned to accept the minutes, and Amber Root seconded the motion. The minutes were accepted by a unanimous vote.

Financial Report – *from Mike Somer

- Fr. Nick stated that the loss of \$1649 was planned - \$1000 for the Installation Event from the Gift Fund, and \$649 for the Duct Cleaning at the Rectory from the Capital Fund.
- There was also a check from Tom Farley as a parting gift as he has been elected to the Vestry at a church closer to his home.
- There is a SUTA charge that we will ask Myers Accounting about because as a religious organization, we are exempt. Fr. Nick will look into. He also stated that Church Insurance covers unemployment.
- Fr. Nick is also looking into the late payments on the VISA cards and stated that we should switch to the autopay option. Vestry stated that we may need to look at other monthly bills to set up as autopay as well.
- Pete Schlau motioned to setup autopay for the church VISA cards. Amber Root seconded the motion. The motion passed by a unanimous vote.
- Deanna will go to Northwest Bank to begin the process of autopay and pick up the paperwork needed.
- Fr. Nick stated that pledging is up, and that the extra cost right now is the rector. Fr. Nick will be switching to his spouse's family medical insurance plan once the baby is born.

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

- Pete Schlau discussed that we are still in a deficit, and that we should all brainstorm how to bring back community.
- Fr. Nick discussed the meeting that recently took place with the J2A families, and he is hoping to work on seeing them attend worship services on Sundays.
- Amber Root asked if we should be involved in more community events to show our presence, and Fr. Nick stated that J2A is organizing the Spaghetti Dinner Fundraiser, and a future Meat Raffle that are both open to everyone.
- Mark Korzelius motioned to accept the financial report for the month of September as written, and Pete Schlau seconded the motion. The financial report for September was accepted by a unanimous vote.

New Business

Preliminary Budget Presentation - *Paula Cramer

- Paula Cramer stated that the budget has basically stayed the same, and the increases include salaries based on a 3% raise and Rector Compensation, that has not been completed by the Diocese yet. Paula is currently waiting for these figures.
- Paula discussed setup of Staff Compensation Sheet, where:
net pay + FICA = gross pay
- Paula left in the Sexton/Snow Removal line, but she can remove it if needed because it is listed in the Jack & Jill lease.
- Paula stated that we have previously listed the Vestry Clerk and Parish Secretary separately, but Fr. Nick requested to combine the two.
- Paula stated that the Organist position and Choir Director position are listed separately as well, but they are technically two separate positions, even though Jeanne Suski currently holds both positions.
- Paula discussed the Nursery Attendant position, and Fr. Nick stated that it is not needed to budget for currently. Pete Schlau stated that offering this amenity is a draw for new families with small children. The Vestry decided to leave this in the budget.
- Paula discussed the agreement for the utilities as part of the Rector's salary and will look at total cost for the year to see if there is a remainder to be paid or owed.
- Paula discussed the Rector's Auto line item, and when researching the Diocesan amount, it is still \$2400 with no change from last year. Fr. Nick has not been tracking his mileage because he has not been able to travel to nursing homes, hospitals, etc. due to COVID restrictions, but that may change in the future.
- Paula asked if the Office budget amount should stay the same at \$6000.
- Mark Korzelius requested that a Year-to-Date column be added to the budget for reference, and Paula will do so for the next draft.
- Fr. Nick discussed the Pilgrimage amount for the trips and where that money comes from. He stated that the leaders and priest are covered, but the remaining amount, if any, is supplemented with the J2A fundraisers.
- The Vestry discussed moving forward if a sub-committee should be formed to discuss the budget in depth. The Vestry decided to form a sub-committee that includes the following volunteers:
 - Fr. Nick

- Mark Korzelius
- Amber Root
- Pete Schlau
- Sharon Jones
- Eric Boron
- This sub-committee will meet and offer recommendations to the Vestry to assist in the passing of the final budget.
- Fr. Nick will send out an email to these sub-committee members to setup a meeting.
- The Vestry thanked Paula Cramer for all her hard work with the budget.

Carpet Replacement Update

- Pete Schlau stated that the carpet installation gentleman has been dealing with some medical issues which has caused a delay in this project, but Pete has been reaching out to him.

Boiler Repair Update

- Fr. Nick has been in touch with Joel from Just Right regarding these repairs and has been given an estimate of approximately \$1900-\$2000 for parts and labor.
- Fr. Nick is still waiting for the bill from last year's repairs.

Stewardship Committee

- Fr. Nick offered an update from Eric Boron stating that there will be a phone-a-thon this year, as well as the Estimate of Giving cards, and more information will come this week.

Housing Allowance Resolution

- Amber Root motioned to formally adopt the resolution and accept the proposal emailed to the Vestry. Sharon Jones seconded the motion. The motion was passed by a unanimous vote.

Amendment to By-Laws regarding Annual Meeting

- Fr. Nick stated that he does not know of another parish that has their Annual Meeting before February. He stated that the Vestry would have to vote to amend the by-laws.
- The Vestry discussed having the Annual Meeting in the first quarter, instead of on a specific Sunday.
- The Vestry will vote on this amendment at the next Vestry meeting.

Monthly Newsletter

- Fr. Nick discussed bringing back the monthly newsletter in electronic form. Deanna stated that article submissions could be sent to the church email, and it could be published around the third week of each month.

Additional Information

- Fr. Nick discussed the upgraded phone system that he has installed from Zoom, and

the upgraded internet from Spectrum.

Committee Liaison Reports

- Buildings & Grounds
 - Mark Korzelius stated that Ken Killian has made numerous repairs, including the gasket for the kitchen sink, the faucet in the ladies restroom downstairs, and the shelf above the sink, just to name a few.
 - The Vestry would like to thank Ken Killian for all the work that he does for St. Martin's that may go unnoticed.

Pastoral Notes

- Fr. Nick would like you to let him know if any parishioners are ill, or in need.

Next Vestry Meeting

- The next Vestry Meeting will be in-person on Thursday, November 11, 2021 at 7pm.

Motion to adjourn was offered by Amber Root, and seconded by Sharon Jones. The motion passed by a unanimous vote.

Attachments:

1. Vestry Meeting Agenda – October 21, 2021 – Fr. Nick Evancho
2. September Financial Statement – Mike Somer
3. Preliminary Budget 2022 – Paula Cramer
4. Budget Comparisons Sheet – Paula Cramer
5. Staff Compensation Sheet – Paula Cramer