

**St. Matthew's Episcopal Church
Vestry Meeting
February 21, 2023**

Vestry Members Present: *In person:* The Rev. Kelly Kirby, Sarah Ceresa, Diane Clark, Kevin Clark, Robin Garr, Gaylee Gillim, Jamie Horseley, Dave Johansen, Rick Lotz, George Plager, Phil Poore, Anne Shelby, Bill Shory, Peggy Woolley.
By Zoom: Speed Stodghill, Rhody Streeter

Others Present: Edie Nixon, Treasurer

Clergy and Staff: The Rev. Benjamin Hart, Director of Congregational Life

Opening Prayer: The meeting began at 6:16 p.m. with all joining in the St. Matthew's prayer for mission.

Prayer/Reflection: Peggy Woolley

Peggy led the Vestry in a reflection. Afterward, the Vestry was invited to reflect on her reflection.

Approval of Minutes: The Minutes of the January 18, 2022, meeting were accepted as amended, subject to minor spelling corrections raised by Dave Johansen, Sara Ceresa, and Gaylee Gillim.

Financial report: Edie Nixon

Since this was the first financial report of the new vestry terms, Edie explained some of the elements in detail.

Consolidating Balance Sheet

Assets: We had \$378,754 in cash as of Jan. 31, 2023. "Cash is queen," she said. The balance sheet now includes the endowment, so our total assets now all show in one place. At the end of the quarter she will bring an endowment audit and talk more about that.

Liabilities: This is what we pay out. Temporary restricted payables (such as outreach, the memorial garden, and the flower fund, for example) are money given to church for a specific reason, so it is listed here until used. Additional donations received after the use is paid off can be used as a "little pocket" for maintenance needs.

Total liabilities and fund balance show the totals: \$8,354,598 at the end of January 2023. If we have any questions, Edie invites us to get in touch with her.

2023 General Fund Income Statement

There are three “buckets” on this statement, Edie says. The block of three columns on the left show the month just finished: January 2023 on this sheet. The next block of five (YTD) is the year to date. This month that’s the same since January is the first month. The next block of four columns shows the annual budget amounts and percentage of annual used to date; and the final column shows the prior year’s budget to this date.

Edie told us Joanne Coleman’s suggestion for an easy check: Go to the annual budget section and look at the total. If we are right on budget, that total should be one-twelfth of the annual budget.

Edie covered other points: Our income usually decreases over the summer as people take breaks and go on vacation, but it should pick back up in the autumn. This is said to be a normal pattern for Episcopalians. Right now, for us to be this much ahead in January is great. Much income from mandatory Individual Retirement Account (IRA) distributions to nonprofits by retirees (over 72) comes in early in the year. Rental income from tenants in the building is also nice to have. We are required to fulfill an annual pledge to the Diocese of Kentucky. Outreach spending is distributed through the year, going to recipients decided by the Outreach Committee and approved by the vestry.

Staff expenses usually stay right on track, Edie said, and utilities are running higher than budget. Bill Shory notes that the Finance Committee budgeted a larger amount this year knowing of rate increases, but we still exceeded that amount. Another unexpected expense was a roofing bill left from last year that wasn’t billed until January 2023.

Net Income (Expense):

This is literally the bottom line of our income statement, Edie said. Our operating expenses are pretty normal and below budget. Net income over expenses was \$7,690 over budget for January, and we had expected to be below: we’re about \$10,000 ahead of where we expected to be.

Cash Reserves:

We should always have a cash reserve for three to six months, and we do, Edie said. We’re almost at a six-month reserve now. “Joanne is very good at this.”

The final section of the financial report shows money released from restricted funds, which are funds limited to specific uses such as outreach.

Questions? Bill Shory notes that, although our net income was higher than expected, it appears it was even larger last year. Edie says Joanne will examine past years as she prepares the next year’s budget.

Check Signing resolution

We are required to have approved check signers, and this needed to be updated for the new year. A resolution was made to approve Rick Lotz, Peggy Woolley, Speed Stodghill, and Edie Nixon as check signers.

A motion was made by Bill Shory to accept the Financial Report as presented, subject to audit, and to approve the Check Signing Resolution. The motion was seconded by Peggy Woolley. The motion passed.

Parochial Report

Kelly introduced the parochial report, a document filed with The Episcopal Church every year by March. It Contains information about the church (We are "St. Matthew," according to the national office, and we can't change that.) It contains extensive statistical data. Among highlights Kelly mentioned, we have 660 "active" members, our core congregation, including 438 "communicants in good standing" (attending worship services regularly and receiving Communion at least three times a year), including 89 youth under 16.

Average Sunday attendance last year was 134. A total of 336 attended in person on Easter and 329 on Christmas.

Detailed financial and stewardship information. 177 pledges, \$625,166 total.

Supplemental Report

This document includes financial information for the Diocese of Kentucky.

Dave Johansen moved to approve the reports; Rhody Streeter seconded, and the vestry approved.

Vestry Committee Liaison Reports

Buildings and Grounds: Rick Lotz

- The lighting project is still on hold, still waiting on component delivery still. We're hoping for mid-April, and installation will begin when it arrives.
- Wood beam repair. Steel plates are being fabricated. Contractor Glu Lam has moved our installation earlier, so it may start as soon as next week. Steve Cherry is meeting with Glu Lam and Nolan Roofing to coordinate their work.

Other projects: Speed Stodghill

- Steel plate coatings. These will be installed to prevent weathering and further damage on the exterior beams. Speed Stodghill reported that Steve Cherry has gathered information and got three proposals. The low bid came from McKinney Painting of Versailles, Ky. Steve was impressed with them.

In an aside, Gaylee asked what a scupper is. When rainwater runs down the grooves between the eaves of our roof, Speed explained, a scupper is something like a gutter to direct the water down to the ground. A suggestion that we add gargoyles was not recorded in the minutes.

Speed cited Steve Cherry, Gibbs Reese, David Johansen and Sarah Ceresa as providing us considerable architectural expertise.

Speed asks for a motion to allocate funds not to exceed \$11,000 to McKinney for the steel plate coatings. Steve will later report the actual cost. Kelly points out that the

bylaws require a vestry vote for any expenditure over \$10,000, although we will likely end up spending only \$5,700.

Rick Lotz moves to approve a contract with McKinney painting for oxy painting of the steel plates on all four beams, and to allocate funds not to exceed \$11,000. George Plager seconds; passes.

- Foliage has been trimmed back from the roof.
- Sara Ceresa has received bids for the memorial walkway and will bring them to the Buildings and Grounds Committee. She is also working on a site drainage plan for the back of the property, but work is on hold because it won't happen until 2024.
- Finally, we signed a two-year preventive maintenance contract with Walker Mechanical.

Vision Implementation Team: Peggy Woolley

VIT met Sunday and added benchmarks to these 2023-2024 Goals:

- Assess our Christian education programming that spans the ten decades of life.
- Invigorate volunteer engagement in the parish.
- Assess how volunteer engagement at St. Matthew's is shifting compared to other churches and national trends.
- Implement a new system to match volunteers' personal talents and gifts with volunteer opportunities within the church.
- Do a financial analysis on how dollars from the Annual Stewardship campaign, planned giving, and rentals fund the congregation. Discover and implement best practices in stewardship, planned giving, and utilizing our space to create rental income.

Warden Reports

Junior Warden: Speed Stodghill

Speed was gratified that the incoming and outgoing Wardens were invited to speak at Clingman Forum on February 19 and talk about the wardens' work.

Senior Warden: Peggy Woolley

Peggy said she went to the diocesan leadership conference Saturday, Feb. 18. at Christ Church Bowling Green. She met a lot of people and got a better understanding of how the church operates and about resources available both from individuals and written resources.

Bishop Terry White presented the "ABCs plus D:

Absorb information - policies, bylaws, newsletters, conferences

Build benevolent bonds. Build community, liver our baptismal ones.

Communicate with confidence, humility and transparency

And

Don't try to be the savior. We can't solve all the problems, we can't do everything, because we are part of a larger body.

It was very enjoyable, Peggy said, and she's glad she went.

Rector's report

Kelly had no report this month, but invited questions.

Theological Reflection:

Where/when did you find the Holy Spirit in this meeting? Internal Assessment: Did our work move us closer to fulfilling our mission/goals?

Bill Shory said that as he looked at the diocesan report, it reminded him where he had seen this kind of information before. It felt a little like bookkeeping, a little bureaucratic, but then it reminded him of when they were making historical videos for the vision project: "There are stories. The things we do live on forever and become part of history. You can dig them up and learn from them. They tell the story of the church, but also what life and the community were like." Bill pulled an item from 1854 about the original St. Matthew's church, the Rector reported that he guided the church through a prosperous teacher where there were teachers, scholars, and "colored scholars." He's still trying to make sense of that. In another snippet from 1859, he found that The Protestant Episcopal Orphan Asylum (later Home of the Innocents) reported that St. Matthew's was the only church in the diocese that had supported them. "Understanding racial justice one person at a time and establishing an open, Christlike relationship with each other,' is a pretty good message to be sending out 150 years in the future.

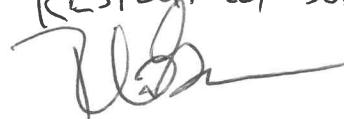
2023 Vestry Officer Election

Finally, Kelly reminded us that we need to read the Vestry Officer Election into the February minutes:

In our quick Vestry meeting following the St. Matthew's Annual Meeting on January 29, we elected Peggy Woolley as Senior Warden, Speed Stodghill as Junior Warden, Robin Garr as Secretary/Clerk, and Edie Nixon as Treasurer.

Adjournment, Compline

The meeting adjourned at 8:10 p.m., and Peggy Woolley then led Compline in the Nave.

RESPECTFULLY SUBMITTED,


ROBIN GARR
VESTRY MBR, SECY-CLERK

