

minutes

St. Paul's Episcopal Church – Vestry Meeting		
11 October 2022	6:30 PM	Zoom
Meeting called by	Kurt Wiesner	
Type of meeting	Regularly scheduled Vestry Meeting	
Facilitator	Kurt	
Note taker	Russ Pack	
Attendees	<p>Kurt Wiesner, Linda Roth, Peggy McCray, Kelly Smith, Geoff Ellis, Marshall Wright, Ashley Gurling, Kristy Muday, Jon Anisko, Philip Baese, Will Grua, Melissa Wank, Russ Pack</p> <p>Excused: Lori Morris, Steffi Ortman, Kim Pilger, Herman Beck</p>	
Agenda Item 1: Treasurer's Report		
	Melissa	
Executive Summary	<ul style="list-style-type: none"> September 2022 ended with \$51,482.18 in cash, savings, and money market funds. While this is a steady balance from August, it now includes the 1.5% draw that was received in early September. While the forecast now projects us as cash positive by the end of the year, we will only have about \$5,000 in liquid cash. This could be higher give that some parishioners will prepay their pledge for 2023. For music, the Treasurer reviewed all music accounts and found some guest musicians coded to music, which is used for sheet music, and some 9:30 services coded to regular guest musicians. Also, organist pay for Charles was coded to organist instead of to music director as organist. All of this has been corrected and expenses are in their correct accounts. The total for the 9:30 service is now \$6,960 through 9/30 and the remaining music budget is \$3,166. Both the endowment and the trust continued to deteriorate in September, losing \$160,567.17 for the endowment and \$17,580.45 for the trust. While this does not impact the draw for 2022, it will be factored into the calculation for the draw next year and the years to come. The annual audit was conducted on September 30th by Richard Mccrae as he contracted covid before our September 16th audit date. We received a glowing review with the only comment in the report to be about the fixed asset review that has not yet been completed. 	
Discussion	<ul style="list-style-type: none"> The finance subcommittee is working on a draft 2023 budget, which will be finalized by end of 2022 and presented to the Vestry. The primary goal of the subcommittee will be how to have an acceptable and realistic budget. 	

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	<ul style="list-style-type: none">• One potential reduction will be to reduce the Office Administrator's position from full-time to half-time.• The subcommittee will provide a clear accounting for music (discussion to follow under a separate agenda item).
Agenda Item 2: Music	
	Kurt
Presentation	<p>Kurt shared his screen with the following detail:</p> <p>For 2023, I calculate 40 "Choir Services" requiring the 4 section leaders</p> <p>20 Spring Sundays (ending Pentecost May 28th) 4 Holy Week services (2 Easter Sunday, 2 additional to be determined) 16 Fall Sundays (including Christmas Eve)</p> <p>4 section leaders @\$50 = \$8,000</p> <p>38 choral rehearsals 4 section leaders @\$50 = \$7800</p> <p>There are 14 summer Sundays 1 soloist @\$60 = \$840</p> <p>There is Sunday January 1st and Sunday December 31st 1 soloist @\$60 = \$120</p> <p>The organist has 59 services to play (40 choir services, 14 summer Sundays, 2 additional Holy Week, Jan1/Dec 31, Christmas Day) Organist @\$120 = \$7080</p> <p>And the 38 choir rehearsals Organist @\$50 = \$1900</p> <p>4 instrumentalists at Easter (2 services, 1 rehearsal) @\$150 each = \$1800</p> <p>4 instrumentalists at Christmas (1 service, 1 rehearsal) @\$150 each = \$1200</p>

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	<p>51 services at 9:30 AM (not Easter, not Christmas)</p> <p>1 guitar @\$50 = \$2550</p> <p>\$31,090</p> <p>Additionally, a “Choral Director” would have to be at all rehearsals and conduct the choir: 78 rehearsals and services in all.</p> <p>If we paid the Choir Director @\$120 for each of these: \$9360</p> <p>Organ tuning/repair: \$1,000</p> <p>Grand Total: \$41,450</p> <p>Now, is this the right amount for a “Choir Director” each week? I’m not positive about that, but it’s the place to continue this conversation. Also, if one person is conducting and playing the organ, that number might also change (I would think lower) but we need some additional best practices work concerning this. There is no “vacation time” built in because it is a totally contract for services. If someone else is conducting, they get the \$</p>
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Action Items	Person Responsible	Deadline
Kurt and Melissa to meet and review numbers	Kurt and Melissa	This month
Information and numbers provided to Subcommittee	Finance Subcommittee	This month

Agenda Item 3: Miscellaneous Business

	Kurt
Discussion	<ul style="list-style-type: none"> • Bishop’s Visitation will take place on October 30. She will preside at the 9:30 and 11:00 services and will also participate in the 8:00 forum. Pumpkin carving will take place following the 11:00 service. • A general mailing will go out this week with information about the Bishop’s visit and pumpkin activity. • Peggy, Sarabeth, and Kurt are coordinating a “neighborhood invitation and welcome” for the October 30 activities. • Kurt is reviewing “Godly Play” program and materials. • Will Grua and Linda Roth volunteered to be on the Stewardship Committee. Kurt will review the TENS information on the TEC site and provide site access to the Stewardship Committee. • The East Central Community Council meeting is 6:30 PM this Thursday, 13 October, at the McGillis School. • Kelly Smith reported on progress being made at the 251 residence. • Kurt concluded with prayer at 7:48 PM

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