

IONA-HOPE EPISCOPAL CHURCH

Minutes of the Vestry

March 7, 2017 6:00PM

Attendees:

The Reverend Ray Buchanan

Vestry Members:

Joe Mulino

Craig Reitan

Steve Walsh

John Bowman

Jan Mills

Andi Jerger

Margo Farrara

Ray Zentis

John Thomas, Assistant to the Treasurer

Patricia Ingram, Clerk of the Vestry

Guests: Robin Mills

Absent with Apologies: Debbie Prather, Ken and Donna Owens (Church Staff)

Agenda:

- Fr. Ray opened the meeting at 6:06 p.m. with An Order of Worship for the Evening Vestry Meeting. Fr. Ray shared prayers for members of the congregation in special need and asked for shared prayers or concerns for others. Special prayers for Tom and Debbie Prather that Tom's check up went well, Ray Zentis who has an infection in his leg, Tom Dahigren, who is having surgery tomorrow, and the people of Collier County who are dealing with brush fires.
- Review of Agenda: Fr. Ray asked members to review Agenda. Fr. Ray asked for any changes or additions. No additions or changes.
- Approval of Minutes: Fr. Ray asked for additions or changes to February minutes. February minutes approved to be filed with changes/corrections.

Group Ministries and LIFE Report:

- **Supper Club-** Jan Mills
- Jan advised she and Robin hosted February Supper Club with an India and Mediterranean theme. Jan reports all went well with twenty-six (26) attendees, \$270.00 raised for Hunger Ministry. Jan further advised Michele Williams will be hosting March Supper Club with John Bowman co-hosting.
- **LIFE-** John Bowman
- John advised that LIFE, on a statewide basis, is meeting in Tallahassee with several senators and representatives still trying to pass the civil citation law. Proposal will be going before senate sub-committee tomorrow. Locally we have our senators and representatives supporting us. They have had several teleconferences with senators throughout the state, hopefully will be going through this year.

- John advised LIFE rally will be held here on March 13th, would like as many people as possible.
- John advised the Nehemiah Action will be March 28th at St. Columbkille, would really like support.
- Jan inquired as to what Nehemiah Action is all about.
- John advised working for decrease in murder rates as well as increased cooperation throughout community.
- John further advised they will be meeting with police chief on March 14th at 3 p.m..
- John Thomas inquired if they will be asking for contributions at the Nehemiah Action.
- John B. advised they will be seeking contributions at the rally on the 13th to keep program going.

Announcements:

- Fr. Ray reminded all that kick-off event for Capital Campaign is March 14th. If you have not made reservation, and wish to, please do so.
- Fr. Ray advised Vestry mini retreat will be here March 18th from 10 a.m.-2 p.m..
- Fr. Ray advised that tomorrow, March 8th, begins our Lenten study series. First session will be from 10:30 a.m.-11:30 a.m. and there will also be an evening session from 6:00 p.m. -7:30 p.m.. These will be held in the church. All others after that will be held in the Adler Gathering Place.
- Fr. Ray asked that April Vestry meeting be moved to April 4th due to following week being Holy Week. All agreed.
- Fr. Ray further advised that Finance meeting will also be move to April 4th.

Fr. Ray asked for any further announcements. Nothing further.

Discussions:

- **Senior Warden Report-** Joe Mulino
- Joe reminded Vestry regarding reimbursement to Fr. Ray's discretionary fund.
- Joe advised Thrift Store for month of February did extremely well, \$24,447.00 for the month.
- Joe further advised that, as of yesterday, Thrift Store generated \$5,065.00 in revenue for first 6 days in March.
- Joe advised Mardi Gras fundraiser did very well, believes all who attended had a good time. Joe broke down figures for Mardi Gras as follows:

Ticket sales-	\$ 5,255.00
Other Income (50/50 raffle, silent auction, etc.) -	<u>\$ 7,784.00</u>
Total Gross-	\$13,039.00
Minus Expenses-	- <u>\$ 6,279.00</u>
Net Profit-	\$ 6,760.00

- Joe advised they are looking into starting coordinating next year's Mardi Gras fundraiser earlier this year. Trying to get corporate sponsors so more profit will go to the Church. Looking to start in September.
- Joe also advised they are considering raising ticket price next year. Mtr. Suzy sent an email advising in Scarsdale, NY they charge \$75.00.
- Jan shared that she believes we can make better use of our funds by keeping entry fee lower with the idea that more money would come from things such as the silent auctions.

- Joe advised he agrees however, ticket revenue did not cover expenses, which is the goal.
 - Jan added that she spoke with her sister, who has a lot of experience in fundraising, and she believes if ticket prices go to high that we could lose interest.
 - Joe stated that maybe not \$75.00, but more than the \$45.00 charged this year.
 - Fr. Ray added that another possibility is that if we charge \$75.00, \$50.00 of that could go as a tax deductible donation, and this might go over easier. This is what they do in Scarsdale. Fr. Ray also stated that if we can engage sponsors to cover our expenses, then we would see the increase in income. Fr. Ray added now that we have done a few of these, could be easier to obtain sponsors.
 - John Thomas asked if credit card machine was helpful.
 - Fr. Ray responded yes, made over \$3,000.00 in credit card sales that night. Fr. Ray added we probably got more sales because of it..
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- **After School Program-** Joe Mulino
 - Joe advised program now has eight (8) children, had to let one child go. Other than that, program going well.
 - Fr. Ray advised that they have slowly come to the determination that Faith United will probably not continue their program in the fall. As we currently use their bus, we probably will not have a bus to use. Fr. Ray would like Vestry to begin to consider looking into transportation, may involve getting a bus. Fr. Ray does not want to do anything until after Capital Campaign. Looking into new and used, something like we have been using.
 - Jan inquired as to what that is.
 - Fr. Ray advised 15 seats. Fr. Ray has been looking last few months, welcomes ideas. Come back to in 1-2 months.
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- **Vacant Vestry Seat-** Fr. Ray
 - Fr. Ray advised he has not had much opportunity to consider , would like to look at folks who would make good Vestry members, willing to take on fiduciary responsibility of being Vestry member, property oversight, as well as sharing in program responsibilities, and supporting clergy which is primary roll of Vestry.
 - Fr. Ray asked for any ideas, no rush, can function with eight (8) until we get someone.
 - Jan put forth the names of Barbara Bowman and Judy Hughes, who she believes were both former Vestry members.
 - Margo inquired if the Hughes are here full time.
 - Jan advised they are sojourners.
 - Margo stated this could be a problem if they are not here that much.
 - Jan replied she believes they are here more now than when Judy previously served on Vestry.
 - Fr. Ray added that, while not a requirement, as Alison has rolled off Vestry and was replaced by a male, if possible, we could add a female. Fr. Ray further added that qualifications are first consideration.
 - Jan added Gabriele Pfeiffer, who is here 8-9 months of year, for consideration.
 - Robin added she is relatively new, very smart woman, has history with small church in Wisconsin.
 - Steve Walsh inquired as to Bob Earl who had previously expressed interest.
 - Fr. Ray advised Bob removed himself from consideration , does not believe circumstances have

changed.

- Fr. Ray added if anyone else, let us know.

- **Master Plan** -Fr. Ray

- Fr. Ray passed around proposed drawing, larger version will be ready for kick-off next week.
- Fr. Ray advised drawing is of final project, but also represents outdoor space. Outdoor model not feasible, generic not practical as people will think it is actual.
- Jan inquired as to if large board of plan will clearly show it is tentative.
- Fr. Ray advised it is up to Vestry to present, believes Victor will be there.
- Jan inquired if we have determined Victor will be our facilitator for any changes.
- Fr. Ray advised no, only Master Plan contracted.
- Margo inquired as to what proposed drawing shows.
- Fr. Ray advised this is final plan as determined last month, shows structure completely torn down.
- Margo asked what people will now see.
- Fr. Ray advised Vestry will need to explain.
- Robin added that this is the dream of what it will look like in the end.
- Jan thinks we should put proposed on it.
- Robin stated we can do afterward.
- Jan thinks we should have it for next week.
- Ray Z. suggested concept be put on it instead of Master Plan.
- Fr. Ray believes Victor has already completed.
- Craig added we could put something on it.
- Steve inquired if new parish hall would be one story and 10,000 sq. ft..
- Fr. Ray replied not at this point, Vestry can always change. 10,000 sq. ft. is largest that can fit. Will not necessarily do 10,000 sq. ft., could be 8,000 sq. ft.
- Jan inquired if there would be enough parking.
- Fr. Ray advised required number parking spaces is determined by number of seats in worship space.
- Jan asked if indoor Columbaria was considered.
- Fr. Ray advised there would be engineering issues as well as possible legal issues. In ground could be considered a cemetery and cemeteries come under different codes.
- Jan asked if all labyrinths are done with specific dimensions.
- Fr. Ray responded no, standard diameter is 42 feet, Victor is using 40 ft. which is very acceptable, large and comfortable to walk. Fr. Ray further stated he wants it to be low maintenance and usable.
- Craig inquired if there will be walkers and wheelchairs.
- Fr. Ray advised yes, absolutely.

Fr. Ray asked for any other questions or observations.

Decisions:

Finance/Finance Committee – John Thomas (Please see attached Treasurer's Report and Financial Statements)

- John advised Finance Committee met today.
- John advised, as previously brought up by Joe, Pastor's Discretionary Fund has been partially reimbursed, but still short.
- John advised Finance Committee discussed increasing Mtr. Suzy's Reimbursement Fund from \$2,000 to \$6,000 to cover costs she incurs doing the many things she does for the church.
- Fr. Ray advised the increase would come from moving funds in the 2017 budget with the idea of budgeting \$7,000 in next years budget.
- Craig motioned to increase Mtr. Suzy's Reimbursement Fund from \$2,000 to \$6,000, Jan seconded, motion passed unanimously.
- John advised profits from the Pancake Supper was approximately \$100.00 (final number not yet in) which will go to Hunger Ministry. John stated that future Pancake Supper funds may be used for the After School Program.
- John pointed out the big items noticeable on the Financial Statement are the \$5,000 used to purchase the new air conditioner and \$500.00 for the new dishwasher.

Fr. Ray asked for anything further for Finance.

- **Jr. Warden Report – Ray Zentis**
- Ray advised he and Roger have gotten together to work on things.
- Ray stated the lights/replacing light bulbs is a constant battle/ongoing.
- Ray advised other things being worked on include the kitchen faucet, a “singing” toilet, the outside wooden stairs, skirt on back of building, and the new dishwasher needs some minor adjustments.
- Ray asked if anyone is aware of any other issues.
- Fr. Ray advised there is an issue with the timer on the exterior lighting. Both Jeffrey and Margo have brought attention to issue. Jeffrey reset last week, but still acting up. May need to replace.
- Fr. Ray advised we have been given a refurbished desk top computer for the tech booth, hope to install this week, should be faster.
- Craig added he hopes it is up and running by Saturday night.

Fr. Ray asked for anything further.

- **Capital Campaign- Robin Mills**
- Robin brought attention to the prayer Fr. Ray wrote for the Capital Campaign, read aloud.
- Robin stated that Paula Paquette does just as much work as Robin on campaign, does not attend meetings as she live in Punta Gorda. Banners and materials are basically Paula's work. Robin is delighted to be working with her.
- Robin advised that, due to a family medical emergency with our consultant, training is rescheduled for next week. Robin advised all worked out well for the family. Robin added that there will be complete training for the volunteers, has all been thought out.
- Robin advised there is a plan of action going right through to May, full agenda.
- Robin advised Marnie has worked very hard producing paperwork/materials , all extra work for her.
- Robin advised they have finalized anonymous matching gift challenge where every dollar given will be matched up to \$550,000.00. Potentially can raise 1.1 million, which exceeds goal.
- Robin advised kick-off dinner next Tuesday at St. Charles Yacht Club, will send out last call and directions.

- Robin advised as to the program for kick-off: Jan is handling the meal; reception on patio overlooking marina with complimentary wine and soft drinks; inside program to include speeches, Diane Shorey witnessing to why we should give/support, and the choir and Mtr. Suzy doing some songs.
- Robin advised nothing will be asked from people at kick-off.
- Robin added they hope to conclude by end of April.
- Robin advised some people will be contacted by phone, most by mail.
- Robin advised pledges can be made over a three (3) year period, hope to have pledges made annually.
- Robin referred to pamphlet with breakdown of pledges needed to reach goal.
- Robin gave pamphlet to Vestry, hope to be able to tell congregation all Vestry have pledged.
- Robin stated he believes it is important to get across to people amount pledged not the most important, wants everyone to participate.
- Robin added he is very excited with base support.
- Fr. Ray advised Paula has ordered two (2) banners, basically same as pamphlet, very nice. Paula has also ordered banner announcing matching gift amount.
- Jan inquired whether gift can be generated for Marnie for all the extra work she has done.
- Fr. Ray stated he believes that would be appropriate.
- Robin stated they will definitely try to do something special for her, will also invite to kick-off.
- Fr. Ray thanked Robin.
- Fr. Ray added people are getting excited about campaign.

Fr. Ray asked for anything else.

- Craig stated he would like to go back to bus situation. Craig stated we would only need a bus to run maybe 30 miles per week, maybe we can find a bus in the community we could share, would like all to keep eyes open for any opportunity.
- Fr. Ray thinks this is a good observation and idea.

Fr. Ray asked for anything further. Fr. Ray thanked all for their good work. There being no further business, meeting adjourned with closing prayers at 7:18 pm.

Respectfully submitted,

Patricia A Ingram
Clerk of the Vestry