

Parish of St. Mark & St. Paul, Sewanee, Tennessee
Vestry Agenda for May 18, 2023
5:30 pm, Hethcock Room or Kennerly Hall

- I. Opening Devotions
- II. Minutes from the February regular meeting 5:40
- III. Treasurer's Report 5:45
- IV. Rector's Sabbatical Report 6:00
- V. Committee reports as necessary 6:30
- VI. Old Business
- VII. (Break as needed)
- VIII. New Business (none so far)
- IX. Closing Prayers

The Vestry meets at 5:30pm normally on the third Thursday of each month: April 20, May 18, June 15, [July 20], August 17, September 21, October 19, November 16, December 21 (or 14). According to diocesan canons, we must meet at least quarterly. The Diocese of Tennessee requires that actions via Zoom or teleconference be ratified at an in-person meeting afterward.

**Parish of St. Mark & St. Paul, Sewanee Tennessee
Vestry Monthly Meeting – April 20, 2023, 5:30 P.M**

Present: Kathryn Bruce, The Rev. Betty Carpenter, Beth Chamberlain, Jay Fisher, Dorothy Gates, Diane Jones, Tom Phelps, Lynn Taylor, Beth Wiley, The Rev. Scott Lee

Absent: Robin Bates, Lynn Stubblefield

Opening Devotions – The Rev. Scott Lee led the Vestry in *An Order of Worship for the Evening* (BCP, p. 109).

March 2023 Minutes –: Corrections to the March minutes were identified: 1) Betty Carpenter was present at the March meeting but left off the minutes, Lynn Stubblefield was absent at the March meeting; 2) Correction on page 2--the spelling of Bahley Minor's first name; 3) Correction on page 2 under "reporting for CAC"--should be Beth *Chamberlain*, not Beth Wiley; 4) Correction on page 2--"Periously" should be previously.

Jay Fisher moved to approve minutes with corrections. Tom Phelps seconded this. The Vestry unanimously accepted the corrected minutes.

Treasurer's Report –

Beth Wiley reviewed the highlighted the lines of the "Actual to Budget" report that do not appear on the "Statement of Activities-Operating" report. She also pointed out that the CAC budget is included this month, since the CAC report is shared quarterly. She reported that checking account balances are near target or at target. Upon hearing of some concerns about recent statements sent out to parishioners, Beth will inquire about these concerns.

Committee Reports–

Community Action Committee (CAC) –

The Rev. Betty Carpenter reported that a Community Meal would be held on April 28 and all are welcome. There will be a community wide garage sale with potential fundraising through this event for CAC. The event is slated for May 6.

Stewardship – Beth Wiley reported that she has asked Fr. Rob to approve some statements about Stewardship in the bulletin that may address summer lulls in giving.

Parish Life -

Junior Warden's Report –

Diane Jones reviewed key areas of the Buildings and Grounds report:

Brooks Hall Brooks Hall needs to be repainted. Prior to COVID, an estimate of \$11,000 had been received. A recent quote for repainting Brooks Hall has been received for \$15,000. George Dick, a parishioner, has been contacted regarding doing the work and has requested that he be paid every two weeks as he completes the work. Tom Phelps made a motion to contract with George Dick for this work subject to receiving an estimate for the work. Dorothy Gates seconded this motion. In discussion, there were questions about the frequency of payments and whether he is bonded. Diane will ask George to submit an estimate with details about payment schedule. *Addendum, Lynn Taylor informed the Clerk that this issue needs to be readdressed by the Vestry as there has been a decision to defer the Brooks Hall painting.*

CAC outside roof issue In November 2022, the Vestry approved \$3,000 to address the repairs to the roof. This was based on a quote for the work from Sweeton Construction. Through discussion during the meeting, it was clear there is uncertainty about whether Sweeton will be performing cosmetic repair or fixing the structural issues (lack of flashing, for example). Diane suggested she go ahead and contact Sweeton to begin the work. The Vestry agreed that Diane should go ahead and schedule this work with Sweeton. Any change in estimate above \$3,000 will need to be brought to the Vestry for approval.

AC Unit The air conditioning unit that serves the office, the hallway, and the pantry closet is not working. Diane will contact Swoop to get an estimate for replacing the unit. Diane reports that there are 15 units that are aging and will need to be replaced and suggests the Vestry consider this need when developing the next budget.

American Forestry Tree Service will be contacted to address their responsibility in knocking down power lines behind Brooks Hall. Fr. Rob drafted a letter, which

Diane Jones signed, to American Forestry Tree Service to ask them to pay for the invoices associated with the required repairs.

Rowe's Cleaning Service has not been performing satisfactorily. Diane suggests that Bahley Minor be given more responsibility for cleaning and that Rowe's Cleaning Service's contract be modified and their responsibilities adjusted. Currently, the Service comes two times a week and cleans the whole campus for \$1600/month. Diane will be having a conversation with the cleaning service to address the concerns.

New Business –

Parochial Report –

The Vestry reviewed the Parochial Report. A question about the difference between the number of active participants and the number of active baptized was raised and clarified. Another question was raised about the Outreach Services offered and reported in the report. It was noted that no one knowledgeable about the figures used in the report was present to address the questions. A suggestion was made that the 2022-23 report be shared with the Vestry prior to the deadline so that questions could be addressed in a timely manner. Some suggested concern about approving a report while having questions. It was noted that the report was due in March 2023 and the discussion during the April 2023 meeting was beyond the due date. Dorothy Gates moved to approve the Parochial Report as presented and Jay Fisher seconded this motion. The motion passed with 1 abstention (Tom Phelps).

SCC/SMSP Facilities Use and Cost Sharing –

A Memorandum of Facilities Use and Cost Sharing created by Annette Smith and Joel Cunningham between the Parish of St. Mark and St. Paul (SMSP) and the Sewanee Children's Center (SCC) was presented to the Vestry for their approval. Beth Wiley moved to accept the Memorandum as presented. Diane Jones seconded this motion. The motion passed unanimously. The Vestry expressed deep gratitude to all parties involved in this agreement especially Annette Smith, Joel Cunningham, the 2023 Director of the Sewanee Children's Center, and the current SCC board, who have worked tirelessly and respectfully to create this.

Playground Improvement –

The Sewanee Children's Center requests permission to add a fence over the retaining wall which is not inside the playground area. Tom Phelps moved to accept the Sewanee Children's Center's interest in expanding the fence to the side of the building. Jay Fisher seconded this motion. The motion passed unanimously.

Vestry of the Day discussion –

Lynn Taylor suggested that a schedule of "Vestry of the Day" be created with Vestry members assigned to a particular service each month—either first service or second service. Vestry members would be responsible for finding their own replacement if they could not work on their assigned Sunday. Present members are in favor of the proposed plan and will follow up with the Vestry members who are not present.

Area Gathering of Churches -

Betty Carpenter shared that there has been interest among area Episcopal churches coming together to enjoy fellowship and a date for such a gathering has been set for June 28. SMSP will provide the main course and the area churches will bring additional dishes. Trinity, Christ Church, St. James and Sherwood have been included in the planning. It was suggested that the Convent, All Saints and St. Andrew's-Sewanee be included. Betty was agreeable to extending the invitation to those groups.

Reminders of upcoming events-

Next Meeting: The next meeting will be May 18, at 5:30 pm.

Concluding Prayer: offered by the Rev. Scott Lee

Scott shared encouragement to the Vestry for handling our recent events, especially the funeral of Louise Irwin which occurred just after Fr. Rob left for his sabbatical. He was proud of how the Vestry and parish has worked together to continue the work of the church.

The meeting was adjourned at 6:50 p.m.

Respectfully submitted by Kathryn Bruce, Clerk of the Vestry

Treasurer's Report for May 2023

Please find attached the April 2023 editions of the:

1. Actual vs. Budget Report (Excel format)
2. Statement of Activities – Operating
3. Statement of Financial Position
4. Summary of Restricted and Vestry Designated Accounts

You will recall that the Actual to Budget report is a direct export of the Statement of Activities – Operating, with changes only to the revenue section at the top and the Net Total line at the very bottom. The highlighted revenue rows are those budgeted lines our software does not capture in a way we can easily add to a new Realm report or are items our auditor does not want us to show on our Statement of Activities – Operating.

We are still tracking well on revenue to expense on the Actual to Budget report. Income usually drops through the summer, though. I'll highlight a few specific items on the other reports during our meeting. One you may wish to note during your review is that I had Jan move both the \$15,000 we allocated for Brooks last month and the \$3,000 the 2022 Vestry allocated for the CAC porch roof last November from Bequests and Vestry Designated Funds to the Facilities Improvement Fund. This way we can keep better track of what we have left for emergencies.

Our auditor, Delanna Rhoton of Bean, Rhoton, & Kelley, PLLC, has verbally agreed to handle our audit again this year. She will send me a contract sometime this month. I am anxious to get this agreement signed so that several known issues can be addressed ahead of our actual audit.

Checking account balances are all at or near target. Balances in the Vanguard investment account as of Friday, May 12 are \$68,801 in the money market fund (up slightly from last month) and \$234,993 in mutual funds (down slightly from last month.)

Actual to Budget

Accounts	Budget Apr 01, 2023 - Apr 30, 2023	Actual Apr 01, 2023 - Apr 30, 2023	Budget This Year Year to Date	Actual This Year Year to Date
Revenues				
4111 Plate Offerings	\$583.33	\$924.00	\$2,333.32	\$2,911.96
4115 1/4th Plate to Rector's Discr Fd	(\$145.83)	\$0.00	(\$583.32)	(\$397.59)
4131 Pledge Payments -Current Year	\$31,250.00	\$54,076.11	\$125,000.00	\$138,218.11
xxxx Prepaid Stock Gift (LY for TY)	\$0.00	\$0.00	\$0.00	\$10,299.50
4133 Pledge payment for previous year	\$0.00	\$0.00	\$0.00	\$600.00
xxxx Gifts of Stocks (pledge Payments& Outright)				\$1,025.67
4141 Non-Pledge Gifts	\$750.00	\$575.04	\$3,000.00	\$3,185.83
4170 Insurance Reimbursement - Rector's Spouse	\$1,575.00	\$1,575.00	\$6,300.00	\$6,300.00
4191 CAC Support of Employee Compensation	\$2,166.58	\$2,078.00	\$8,666.32	\$8,667.15
4512 Investment Income	\$375.00	\$268.32	\$1,500.00	\$2,409.90
4551 Property Rental Income	\$1,041.67	\$875.00	\$4,166.68	\$4,487.00
4565 SCC Reimbursement	\$250.00	\$0.00	\$1,000.00	\$0.00
4575 Transfer from Vestry -Designated Funds	\$2,333.33	\$2,333.33	\$9,333.32	\$9,333.32
Total Revenues	\$40,179.08	\$62,704.80	\$160,716.32	\$187,040.85
Expenses				
Work Outside Congregation				
5111 Diocesan Assessment	\$3,640.58	\$3,640.58	\$14,562.32	\$14,562.32
Programs				
Christian Education				
5311 Christian Education	\$250.00	\$202.17	\$1,000.00	\$257.68
Parish Life				
5331 Parish Life	\$233.33	(\$26.46)	\$933.32	\$563.53
Worship				
5351 Altar Supplies	\$83.33	\$210.44	\$333.32	\$315.71
5353 Confirmation Prep.	\$8.33	\$0.00	\$33.32	\$0.00
5355 Music	\$16.67	\$0.00	\$66.68	\$0.00
5357 Prayer Books and Liturgy Materials	\$16.67	\$0.00	\$66.68	\$0.00
5359 Organ and Piano Maintenance	\$233.33	\$0.00	\$933.32	\$105.00
Youth				
5371 Youth Ministry	\$166.67	\$78.88	\$666.68	\$94.04
Total Programs	\$1,008.33	\$465.03	\$4,033.32	\$1,335.96
Leading Congregational Care				
5398 Pastoral Care	\$12.50	\$0.00	\$50.00	\$0.00
Operating Expense/Income				
Salaries & Wages				
5411 Rector	\$4,944.75	\$4,944.75	\$19,779.00	\$19,779.00
5415 Supply Clergy	\$116.67	\$80.00	\$466.68	\$480.00
5421 Youth Minister	\$489.25	\$489.25	\$1,957.00	\$1,956.97
5431 Organist & Choir Director	\$947.00	\$946.96	\$3,788.00	\$3,787.88
5432 Supply Organist	\$100.00	\$0.00	\$400.00	\$0.00
5451 Child Care	\$550.25	\$521.00	\$2,201.00	\$1,556.00
5461 Dir. Christian Formation	\$1,907.42	\$1,907.39	\$7,629.68	\$7,629.65
5471 CAC Director	\$2,000.00	\$2,000.00	\$8,000.00	\$8,000.00
5481 Parish Administrator	\$2,739.42	\$2,739.42	\$10,957.68	\$10,957.68
5486 Financial Staff	\$1,333.33	\$1,378.00	\$5,333.32	\$5,303.93
Total Salaries & Wages	\$15,128.09	\$15,006.77	\$60,512.36	\$59,451.11

Actual to Budget

Employee Benefits				
5511 Clergy Pension	\$1,658.00	\$1,589.63	\$6,632.00	\$6,358.52
5521 Clergy Insurance	\$3,169.17	\$3,169.20	\$12,676.68	\$12,491.24
5526 Clergy Housing & Utility Allow.	\$3,611.67	\$3,611.65	\$14,446.68	\$14,446.60
5531 Clergy - SECA Payments	\$654.58	\$654.58	\$2,618.32	\$2,618.32
5551 Staff Payroll Taxes	\$762.42	\$658.28	\$3,049.68	\$2,607.71
5561 Staff Pension	\$642.25	\$562.24	\$2,569.00	\$2,264.12
5571 Staff Insurance	\$975.00	\$953.03	\$3,900.00	\$3,918.57
5581 Background Checks	\$25.00	\$0.00	\$100.00	\$63.00
5631 Workers Compensation Insurance	\$91.67	\$0.00	\$366.68	\$0.00
Total Employee Benefits	\$11,589.76	\$11,198.61	\$46,359.04	\$44,768.08
Facilities Expenses				
5611 Property & Liability Insurance	\$916.67	\$0.00	\$3,666.68	\$2,298.17
5711 Repairs & Maintenance	\$833.33	\$1,219.86	\$3,333.32	\$3,050.26
5721 Elevator Maintenance	\$250.00	\$136.61	\$1,000.00	\$469.83
5751 Garbage service	\$100.00	\$285.00	\$400.00	\$285.00
5771 Supplies	\$133.33	\$167.92	\$533.32	\$610.52
5781 Electricity	\$1,375.00	\$1,342.69	\$5,500.00	\$5,615.11
5783 Gas	\$262.50	\$349.05	\$1,050.00	\$2,118.90
5785 Water & Sewer	\$262.50	\$248.37	\$1,050.00	\$678.49
5790 Grounds Maintenance	\$416.67	\$0.00	\$1,666.68	\$1,771.88
5795 Cleaning Service	\$1,600.00	\$1,600.00	\$6,400.00	\$6,400.00
Total Facilities Expenses	\$6,150.00	\$5,349.50	\$24,600.00	\$23,298.16
Office Services				
5811 Audit	\$550.00	\$0.00	\$2,200.00	\$0.00
5821 Computer Expenses	\$391.67	\$412.11	\$1,566.68	\$1,602.49
5831 Copying	\$350.00	\$317.91	\$1,400.00	\$975.55
5841 Office Supplies	\$133.33	\$0.00	\$533.32	\$88.21
5851 Office Equipment Purchases	\$91.67	\$0.00	\$366.68	\$0.00
5861 Postage	\$58.33	\$126.00	\$233.32	\$126.00
5871 Telephone	\$560.00	\$552.47	\$2,240.00	\$2,209.88
5891 Miscellaneous Expense	\$25.00	\$20.46	\$100.00	\$199.46
5894 Payroll Service Fees	\$0.00	\$60.59	\$0.00	\$277.77
5895 Service Fee (Vanco)	\$75.00	\$77.83	\$300.00	\$375.12
Total Office Services	\$2,235.00	\$1,567.37	\$8,940.00	\$5,854.48
Organizational Expenses				
5911 Clergy Car Expense	\$104.17	\$0.00	\$416.68	\$0.00
5912 Clergy Expense Allowance	\$41.67	\$0.00	\$166.68	\$0.00
5913 Continuing Education- Clergy	\$166.67	\$0.00	\$666.68	\$0.00
5914 Continuing Education - Staff	\$41.67	\$0.00	\$166.68	\$0.00
5915 Convention & Travel	\$74.08	\$0.00	\$296.32	\$543.63
5916 Ministering to New Members	\$41.67	\$0.00	\$166.68	\$0.00
5918 Publications	\$83.33	\$150.84	\$333.32	\$423.11
5919 Communications	\$37.50	\$0.00	\$150.00	\$0.00
5920 Stewardship	\$145.83	\$0.00	\$583.32	\$0.00
Total Organizational Expenses	\$736.59	\$150.84	\$2,946.36	\$966.74
Total Operating Expense/Income	\$35,839.44	\$33,273.09	\$143,357.76	\$134,338.57
Total Work Within Congregation	\$36,860.27	\$33,738.12	\$147,441.08	\$135,674.53
Other Expenses/Income				
7311 Sabbatical Reserve Provision	(\$125.00)	\$0.00	(\$500.00)	\$0.00
Total Expenses	\$40,363.35	\$37,378.70	\$161,453.40	\$150,236.85
Net Total	(\$184.27)	\$25,326.10	(\$737.08)	\$36,804.00

Statement of Activities-Operating

Date Range: Apr 1st 2023 - Apr 30th 2023 | Includes Open Transactions | Includes 13th Month | Filtered by: Fund

Accounts	Budget Apr 01, 2023 - Apr 30, 2023	Actual Apr 01, 2023 - Apr 30, 2023	Budget This Year Year to Date	Actual This Year Year to Date
Revenues				
4111 Plate Offerings	583.33	924.00	2,333.32	2,911.96
4115 1/4th Plate to Rector's Discr Fd	(145.83)	0.00	(583.32)	(397.59)
4131 Pledge Payments -Current Year	31,250.00	54,076.11	125,000.00	138,218.11
4132 Pledge Prepaid Payments	0.00	(18,908.11)	0.00	(18,908.11)
4133 Pledge payment for previous year	0.00	0.00	0.00	600.00
4141 Non-Pledge Gifts	750.00	575.04	3,000.00	3,185.83
4170 Insurance Reimbursement - Rector's Spouse	1,575.00	1,575.00	6,300.00	6,300.00
4191 CAC Support of Employee Compensation	2,166.58	2,078.00	8,666.32	8,667.15
4512 Investment Income	375.00	268.32	1,500.00	2,409.90
4551 Property Rental Income	1,041.67	875.00	4,166.68	4,487.00
4565 SCC Reimbursement	250.00	0.00	1,000.00	0.00
Total Revenues	\$ 37,845.75	\$ 41,463.36	\$ 151,383.00	\$ 147,474.25
Expenses				
Work Outside Congregation				
5111 Diocesan Assessment	3,640.58	3,640.58	14,562.32	14,562.32
Total Work Outside Congregation	3,640.58	3,640.58	14,562.32	14,562.32
Work Within Congregation				
Programs				
Christian Education				
5311 Christian Education	250.00	202.17	1,000.00	257.68
Total Christian Education	250.00	202.17	1,000.00	257.68
Parish Life				
5331 Parish Life	233.33	(26.46)	933.32	563.53
Total Parish Life	233.33	(26.46)	933.32	563.53
Worship				
5351 Altar Supplies	83.33	210.44	333.32	315.71
5353 Confirmation Prep.	8.33	0.00	33.32	0.00
5355 Music	16.67	0.00	66.68	0.00
5357 Prayer Books and Liturgy Materials	16.67	0.00	66.68	0.00
5359 Organ and Piano Maintenance	233.33	0.00	933.32	105.00
Total Worship	358.33	210.44	1,433.32	420.71
Youth				
5371 Youth Ministry	166.67	78.88	666.68	94.04
Total Youth	166.67	78.88	666.68	94.04
Total Programs	1,008.33	465.03	4,033.32	1,335.96
Leading Congregational Care				
5398 Pastoral Care	12.50	0.00	50.00	0.00
Total Leading Congregational Care	12.50	0.00	50.00	0.00
Operating Expense/Income				
Salaries & Wages				
5411 Rector	4,944.75	4,944.75	19,779.00	19,779.00
5415 Supply Clergy	116.67	80.00	466.68	480.00
5421 Youth Minister	489.25	489.25	1,957.00	1,956.97
5431 Organist & Choir Director	947.00	946.96	3,788.00	3,787.88
5432 Supply Organist	100.00	0.00	400.00	0.00

Accounts	Budget	Actual	Budget	Actual
	Apr 01, 2023 - Apr 30, 2023	Apr 01, 2023 - Apr 30, 2023	This Year Year to Date	This Year Year to Date
5451 Child Care	550.25	521.00	2,201.00	1,556.00
5461 Dir. Christian Formation	1,907.42	1,907.39	7,629.68	7,629.65
5471 CAC Director	2,000.00	2,000.00	8,000.00	8,000.00
5481 Parish Administrator	2,739.42	2,739.42	10,957.68	10,957.68
5486 Financial Staff	1,333.33	1,378.00	5,333.32	5,303.93
Total Salaries & Wages	15,128.09	15,006.77	60,512.36	59,451.11
Employee Benefits				
5511 Clergy Pension	1,658.00	1,589.63	6,632.00	6,358.52
5521 Clergy Insurance	3,169.17	3,169.20	12,676.68	12,491.24
5526 Clergy Housing & Utility Allow.	3,611.67	3,611.65	14,446.68	14,446.60
5531 Clergy - SECA Payments	654.58	654.58	2,618.32	2,618.32
5551 Staff Payroll Taxes	762.42	658.28	3,049.68	2,607.71
5561 Staff Pension	642.25	562.24	2,569.00	2,264.12
5571 Staff Insurance	975.00	953.03	3,900.00	3,918.57
5581 Background Checks	25.00	0.00	100.00	63.00
5631 Workers Compensation Insurance	91.67	0.00	366.68	0.00
Total Employee Benefits	11,589.76	11,198.61	46,359.04	44,768.08
Facilities Expenses				
5611 Property & Liability Insurance	916.67	0.00	3,666.68	2,298.17
5711 Repairs & Maintenance	833.33	1,219.86	3,333.32	3,050.26
5721 Elevator Maintenance	250.00	136.61	1,000.00	469.83
5751 Garbage service	100.00	285.00	400.00	285.00
5771 Supplies	133.33	167.92	533.32	610.52
5781 Electricity	1,375.00	1,342.69	5,500.00	5,615.11
5783 Gas	262.50	349.05	1,050.00	2,118.90
5785 Water & Sewer	262.50	248.37	1,050.00	678.49
5790 Grounds Maintenance	416.67	0.00	1,666.68	1,771.88
5795 Cleaning Service	1,600.00	1,600.00	6,400.00	6,400.00
Total Facilities Expenses	6,150.00	5,349.50	24,600.00	23,298.16
Office Services				
5811 Audit	550.00	0.00	2,200.00	0.00
5821 Computer Expenses	391.67	412.11	1,566.68	1,602.49
5831 Copying	350.00	317.91	1,400.00	975.55
5841 Office Supplies	133.33	0.00	533.32	88.21
5851 Office Equipment Purchases	91.67	0.00	366.68	0.00
5861 Postage	58.33	126.00	233.32	126.00
5871 Telephone	560.00	552.47	2,240.00	2,209.88
5891 Miscellaneous Expense	25.00	20.46	100.00	199.46
5894 Payroll Service Fees	0.00	60.59	0.00	277.77
5895 Service Fee (Vanco)	75.00	77.83	300.00	375.12
Total Office Services	2,235.00	1,567.37	8,940.00	5,854.48
Organizational Expenses				
5911 Clergy Car Expense	104.17	0.00	416.68	0.00
5912 Clergy Expense Allowance	41.67	0.00	166.68	0.00
5913 Continuing Education- Clergy	166.67	0.00	666.68	0.00
5914 Continuing Education - Staff	41.67	0.00	166.68	0.00
5915 Convention & Travel	74.08	0.00	296.32	543.63
5916 Ministering to New Members	41.67	0.00	166.68	0.00
5918 Publications	83.33	150.84	333.32	423.11
5919 Communications	37.50	0.00	150.00	0.00
5920 Stewardship	145.83	0.00	583.32	0.00
Total Organizational Expenses	736.59	150.84	2,946.36	966.74
Total Operating Expense/Income	35,839.44	33,273.09	143,357.76	134,338.57

Accounts	Budget Apr 01, 2023 - Apr 30, 2023	Actual Apr 01, 2023 - Apr 30, 2023	Budget This Year Year to Date	Actual This Year Year to Date
Total Work Within Congregation	36,860.27	33,738.12	147,441.08	135,674.53
Other Expenses/Income				
7311 Sabbatical Reserve Provision	(125.00)	0.00	(500.00)	0.00
Total Other Expenses/Income	(125.00)	0.00	(500.00)	0.00
Total Expenses	\$ 40,375.85	\$ 37,378.70	\$ 161,503.40	\$ 150,236.85
Net Total	(\$ 2,530.10)	\$ 4,084.66	(\$ 10,120.40)	(\$ 2,762.60)

Statement of Financial Position

As of: Apr 30th 2023 | Includes 13th Month

Assets

Cash

1085 Rectors Discretionary Checking	5,433.95
1112 Operating Checking Account	35,599.15
1125 First Horizon Checking	75.00
1131 CAC checking account	4,209.30

Total Cash	45,317.40
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Receivables

1999 Security Deposits paid by St. Mark & St. Paul	3,000.00
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Total Receivables	3,000.00
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Investments

1552 Episcopal Endowment - Wolfe	109,231.59
1560 Vanguard Investment Account	305,099.18
1561 Vanguard Windsor	(10,915.50)

Total Investments	403,415.27
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Fixed Assets

Buildings & Equipment

1911 Church	828,505.55
1915 Grounds Improvements	35,206.10
1931 Parish House	2,228,812.53
1951 Brooks Hall	269,448.09
1981 Equipment, Furniture & Fixtures	135,623.07

Total Buildings & Equipment	3,497,595.34
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Accumulated Depreciation

1991 Accumulated Depreciation	(1,019,631.65)
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Total Accumulated Depreciation	(1,019,631.65)
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Total Fixed Assets	2,477,963.69
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Total Assets

\$ 2,929,696.36

Liabilities & Net Assets

Liabilities

Payables

2111 Accounts Payable	(4,451.32)
2128 Security Deposits held by St. Mark & St. Paul	1,625.00
2161 Reserve for Future Obligation	23,055.13

Total Payables	20,228.81
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Deferred Income

2311 Prepaid Pledges	33,291.31
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Total Deferred Income	33,291.31
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Total Liabilities	53,520.12
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Net Assets

Fund Principal

3333 Fund Principal - St. Mark & St. Paul Church	104,028.57
3533 Fund Principal - CAC	34,113.38

Total Fund Principal	138,141.95
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Outreach Funds (Restricted)

8155 Funds Raised by Youth	3,640.77
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Total Outreach Funds (Restricted)	3,640.77
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Building Funds (Restricted)

8331 Facilities Improvement Fund	18,036.26
8391 Capital Improvements	2,473,515.69
Total Building Funds (Restricted)	<u>2,491,551.95</u>
Other Temporarily Restricted Funds	
8911 Altar Guild Flower Fund	449.41
8920 Parish Life Restricted	2,675.51
8930 Stewardship Restricted	872.67
8940 Name Change - Church	979.91
8971 Rector's Discretionary Fund	13,956.83
8976 Christian Formation	97.67
8978 Continuing Education	150.00
8979 Landscaping	1,800.00
8991 Miscellaneous Restricted Gifts	4,494.29
Total Other Temporarily Restricted Funds	<u>25,476.29</u>
Vestry - Designated Funds	
8951 Memorials	19,320.39
8953 Bequests and Exceptional Gifts	90,044.89
8975 Rector's Sabbatical Reserve	8,000.00
Total Vestry - Designated Funds	<u>117,365.28</u>
Permanently Restricted	
9112 Endowment Fund Wolfe Corpus	100,000.00
Total Permanently Restricted	<u>100,000.00</u>
Total Net Assets	<u>2,876,176.24</u>
Total Liabilities & Net Assets	<u><u>\$ 2,929,696.36</u></u>

Summary of Restricted & Vestry Designated Accounts

Date Range: Apr 1st 2023 - Apr 30th 2023 | Includes Open Transactions | Filtered by: Account Type

Accounts	Beginning Balance	Debits	Credits	Ending Balance
8155 Funds Raised by Youth	3,640.77	0.00	0.00	3,640.77
8171 Episcopal Relief & Development Fund	0.00	35.00	35.00	0.00
8175 Bishop of TN Discretionary Fund	50.00	275.00	225.00	0.00
8331 Facilities Improvement Fund	36.26	0.00	18,000.00	18,036.26
8911 Altar Guild Flower Fund	540.41	791.00	700.00	449.41
8920 Parish Life Restricted	2,675.51	0.00	0.00	2,675.51
8930 Stewardship Restricted	872.67	0.00	0.00	872.67
8940 Name Change - Church	979.91	0.00	0.00	979.91
8951 Memorials	19,320.39	0.00	0.00	19,320.39
8953 Bequests and Exceptional Gifts	110,378.22	20,333.33	0.00	90,044.89
8971 Rector's Discretionary Fund	15,064.82	1,938.96	830.97	13,956.83
8975 Rector's Sabbatical Reserve	8,000.00	0.00	0.00	8,000.00
8976 Christian Formation	97.67	0.00	0.00	97.67
8978 Continuing Education	150.00	0.00	0.00	150.00
8979 Landscaping	1,800.00	0.00	0.00	1,800.00
8991 Miscellaneous Restricted Gifts	4,494.29	0.00	0.00	4,494.29
	\$ 168,100.92	\$ 23,373.29	\$ 19,790.97	\$ 164,518.60

Sabbatical update so far, and a request:

Amy's and my sabbatical is off to a wonderful start! We spent the first 2 weeks in New York City, going through what I've called a reset. We immersed ourselves in cultural offerings and excellent food, and were able to reconnect with a few good friends from our 11 years in the city. I attended Sunday services at Christ & St. Stephen's Episcopal Church and the Church of the Ascension, as well as an organ recital at Grace Church, all in Manhattan. April 11-30 was also the "ramp-up" time for the course I'm taking at Virginia Theological Seminary in later June. I got to know my classmates via video, completed the readings and reflection assignments, and participated in online discussions.

After some days back in Sewanee to turn around (I attended Sunday service at the Convent), we spent almost a week at the Hickory Hill retreat house at Waycross, the camp and conference center of the Diocese of Indianapolis. I came to seminary in Sewanee from that diocese (where I was then in graduate school at Indiana University) and we served there 10 years after I graduated. Our time at Hickory Hill included prayer, reading, and hiking, along with some restaurants and time with a few good friends and clergy colleagues. On the way back, we stopped at the Abbey of Gethsemani in Kentucky, home of the contemplative priest and monk Thomas Merton.

At this writing we are in Sewanee turning around again. I attended church this past Sunday at Trinity, Winchester, and am getting ready to go get Caroline from college. The 3 of us will next travel for three weeks to Rome, Edinburgh, London, and west of London (including the town of Lambourn). After another turnaround, I'll be going to Alexandria, Virginia for the course on evangelism I'm taking there the next-to-last week of June. As planned, I'll resume work on July 5, with my final week of sabbatical being adult music camp at Interlochen, Mich., August 8-14 (the only week it is offered).

Although vacation is separate from sabbatical, many clergy take theirs adjacent to sabbatical time. In my case, things are more segmented, because of the time considerations related to the organist search. The position has been re-advertised, requesting applications by July 1. Thus I'll be able to review applications with the organist search committee the first half of the month in hopes of taking the next steps toward filling the position some time in August. (Kathy Sturgis is very graciously willing to play until her successor starts, and she knows I will provide 30 days' notice.) I'll take vacation time the second half of July (a use-it-or-lose-it scenario before my [8th!] employment anniversary August 10). *(To summarize: sabbatical through July 3, at work July 5-16, vacation time ~ July 17-31, at work August 1-7, sabbatical August 8-14, back at work (for good!) August 15.)* I trust the refreshment and renewed insight I've already started to experience will only grow in my remaining weeks of sabbatical. I know I will be very happy to see people at church on my return!

There is one church-related item whose importance and timeliness mean I'm going ahead and bringing it up to you. I think all of you have experienced Meghan Mazur's excellent work at St. Mark & St. Paul in one or more ways. She assisted with keeping in touch pastorally in early COVID, substituted for Frieda Hawkins during medical leave, helped lead music at V-B-U's, completed 2 semesters of field education at SMSP, conducted an Easter choir, and served in a number of other ways. You may know that the Mazur family

has stayed local (residing in Cowan) after Meghan finished her MDiv in 2022, and that she has begun work on the degree Master of Sacred Theology. Meghan is now a priest and is currently serving a church in the Diocese of Alabama part-time; she also assists in the admissions office of the School of Theology.

For some time I have wanted to re-establish an active children's choir at SMSP. Although it wouldn't be like days of yore when kids were simply marched over from Sewanee Elementary School for rehearsal like it or not, I do envision the choir being an attractive offering to the community in addition to the parish. Singing at selected Sunday morning services would be the core function of the group, but I'd like it to be able to perform for community events, as well. (A children's choir is not to the exclusion of re-establishing an adult choir if interest warrants, something to be taken up with the next parish organist.)

I can think of no one better-qualified to develop an active children's choir at SMSP right now than Meghan. She has an outstanding background in music, and has experience in children's choir work. Residing in/near Sewanee since 2019--together with the ages of her own kids--means she has good connections with parents of eligible children beyond the parish. At the same time, Meghan is a priest with abundant gifts for ordained service. Both she and the church need her to exercise that ministry.

It would be of great benefit to the parish to have Meghan as a (very) part-time member of the staff. This would allow her to start a children's choir and exercise the ministry of a priest--both at church 3 Sundays per month and particularly among young families. Giulianna Cappelletti Gray has done excellent work in this age group for the past two years without compensation. She is interested in handing the bulk of this work off to someone else (while continuing to be involved at SMSP) and is supportive of Meghan's being compensated to carry the work forward.

Thus I am writing to request authorization of an amount not to exceed \$13,375 from the Bequests and Exceptional Lifetime Gifts Fund to pay Meghan from later August 2023 through mid-June 2024 (plus a total of 20 hours of time beforehand). This is 20% of Diocese of Tennessee minimum clergy compensation (including Social Security & Medicare taxes and pension).

I don't make this request to pay for staff compensation from a fund rather than the operating budget lightly, and I do not expect to do so annually. While I am not one to predict that particular church programs "pay for themselves," it is my experience that an active children's choir increases participation among both kids and their families. Meghan is exploring some grant opportunities to pursue (and indeed knows that continuing funding for the position after the first year would depend on additional revenues), but waiting for those grant cycles would mean we would lose the opportunity of the coming school year. It may help to know that we have not yet budgeted to apply a portion of a special contribution received late last year; I am also hopeful that reconfiguration of custodial duties currently under consideration may result in significant savings.

I ask you to be sensitive to Meghan's current ministry by keeping these deliberations confidential until such time as an agreement with Meghan may be formally announced. I appreciate your prayerful consideration of my request!
Warmly and faithfully, Rob

Community Action Committee (CAC)

Report to Vestry

May 18, 2023

Food Pantry

For the month of April, CAC had a total of 66 visits, with an average of about 17 visits a week. During this month, CAC served 42 unique households, made up of a total of 117 individuals, 85 adults and 32 children. Compared to March, CAC received more visits for assistance. The current CAC client list is made up of 92 families.

The pantry shelves are slightly bare in a few staple items, we will keep things stocked through CAC Pantry Sunday and grocery store purchases until we are ready for a Second Harvest order. An order from Second Harvest will most likely be placed in June/July.

On Thursday, May 18th, Second Harvest is scheduled to deliver extra food at no cost that would include some perishables and/or dry food items. Second Harvest also provided information about the rural route delivery, our pick up location would be at Abundant Life Assembly of God in Cowan. The delivery fee is \$0.06/pound added to the order, but the fee does not exceed \$65.00.

Utility Assistance

Utility assistance requests, especially for housing and electricity, were high among CAC clients for April. The following lists the amount of requests granted per category:

- **Housing:** 2 individuals (1 rent, 1 mortgage)
- **Electricity:** 6 individuals
- **Water:** 1 individual

Kitchen 2 Table

The Kitchen 2 Table Program has been consistent through April with meal packs occurring each Wednesday of the month. As a note, the amount of meals packed did decrease to the 50-80 range for the last three weeks of the month. In the month of April, CAC packed 322 meals and distributed 279 meals to CAC patrons and community programs. The Kitchen 2 Table program will continue through the summer, taking a few weeks off in May and continuing the normal schedule on the first week of June.

Community Meal

The Bonner students did a FANTASTIC job on the last Community Meal of the school year! They prepared baked spaghetti and banana pudding (and cake was included to honor the graduating senior Bonner students). We had about 50 individuals join us for lunch. Almost every table was full, and it was wonderful to see a great cross section of community members join together for food and fellowship.

Upcoming Plans

- Sewanee Community-Wide Yard Sale: Saturday, May 6th
- South Cumberland Summer Meal Program, June and July
- Board meetings will resume in August, unless otherwise announced

Contact Information

Sarah Edmonds, Director

Email: cac@stmarkstpaul.org

Office: (931) 598-5927

Cell: (757) 619-6548