

Parish of St. Mark & St. Paul, Sewanee, Tennessee  
Vestry Agenda for March 16, 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 Report 6:00
- V. Committee reports as necessary 6:30
- VI. Old Business: Ratification of actions via Zoom at Feb meeting
- VII. (Break as needed)
- VIII. New Business: Sabbatical preparation
- 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 – February 16, 2023, 5:30 P.M**  
**Via ZOOM due to inclement weather**

**Present:** The Rev. Rob Lamborn, Robin Bates, Kathryn Bruce, Beth Chamberlain, Jay Fisher, Dorothy Gates, Diane Jones, Lynn Stubblefield, Lynn Taylor, Beth Wiley

**Absent:** Betty Carpenter, Tom Phelps

*These minutes will be reviewed once the Vestry meets in person. Any actions will have to be ratified in person at the next meeting.*

**Opening Devotions** – Fr. Rob led the Vestry in *An Order of Worship for the Evening* (BCP, p. 109) and read the Gospel reading for Feb. 19, 2023.

**January 2023 Minutes** – Corrections to the January minutes include:

- 1) p. 4 misspelling of Moseley, and 2) insert the word *Vanguard* before “signatories”.

Dorothy Gates moved to accept the January Vestry minutes with the stated corrections. Jay Fisher seconded this motion. The vestry voted unanimously to accept the corrected minutes.

**Vestry Roles and Responsibilities** –

Vestry members were appointed to committees. Beth Wiley moved to appoint Jay Fisher to be the at-large vestry to the Finance Committee. Beth Chamberlain seconded this motion. His placement was approved unanimously to serve in this role. Robin Bates will serve on Christian Formation and Dorothy Gates will serve on Newcomers and University/Community Relations. Tom Phelps will continue with outreach beyond CAC and Beth Chamberlain will continue to with her appointment to the CAC. Lynn Stubblefield will continue with her appointment to Parish Life.

Fr. Rob shared the “Vestry of the Day Checklist” and reviewed its contents. Fr. Rob clarified that the front doors of St. Mark’s and of Claiborne should be

unlocked, not the back door near CAC. If there are trash or leak issues, please make Frieda aware by writing a note and sliding it under her office door.

Vestry members will check their mailboxes outside of Frieda's office for a nametag. If one is still needed, please contact Frieda.

Fr. Rob will look for a good spot near the mailboxes for posting this. A copy will also be sent to Vestry members.

### **Treasurer's Report –**

Beth Wiley shared a copy of the December 2022 Statement of Activities- Operating with changes to the Revenue section at the top of the report and to the "Net Total" line at the very bottom. She also clarified lines related to 4131- Pledge Payments-Current Year, indicating which payments were "pre-paid" pledges and gifts of stock. Beth Wiley further clarified line 4191 that supports the salary and/or benefits of the CAC Director. Beth also noted that lines 4560 and 4570 will not be in the revenue for 2023. It was stated that surplus become undesignated reserve. Beth Wiley has structured the report so that the categories are consistent from month to month to help compare performance to our budget.

Beth Wiley then shared the January 2023 Budget Report and highlighted the pledge prepayments for the year that came in 2022 and the stock gifts that came in. She indicated these were full pledge amounts.

Beth Chamberlain inquired about the line 3533 Fund Principal for CAC in the Statement of Financial Position report. Beth Wiley stated that a discussion about what that means at another time, but it is not to be interpreted as the CAC budget.

### **Rector's Report –**

Fr. Rob provided a written report of his recent activities. He shared that his recovery from surgery is going well. He also attended a Martin Luther King Jr service at All Saints' Chapel. He also expressed gratitude to be a presenter at the ordination of Meghan Mazur to the priesthood.

Fr. Rob started rehearsing with the Sewanee Symphony Orchestra both for personal pleasure and for continued connections with the greater community.

Fr. Rob will be away with his daughter for President's Day weekend. The Rev. Giulianna Gray will be serving at SMSP on Sunday, Feb. 19, 2023

Fr. Rob continues to be in conversation with the Rev. Scott Lee for sabbatical replacement from June 18-July 23, 2023. Rob clarified that the Senior Warden is the ecclesiastical leader of the parish in times when the Rector is not available, but Fr. Lee will offer support. An outline of Scott's responsibilities was shared. Rob noted that Fr. Lee will receive approximately \$5600 for these 13 weeks of work with mileage reimbursed. He will have office hours and Sunday Service responsibilities. Fr. Lee will have access to the discretionary fund with the Senior Warden's approval. Fr. Lee is eligible to receive an honorarium of \$250 for funerals. If the family does not pay, the parish would be responsible for paying this.

Ash Wednesday is scheduled for 12:15 pm and 7:00 pm services.

The Vestry Retreat will be held Saturday, March 4 from 8:30 am – 3:30 pm at the home of Lynn and Ken Taylor. If COVID circumstances dictate, we'll meet in Kennerly Hall instead. Vestry members are encouraged to bring something to share to eat either for breakfast or snacks.

### **Community Action Committee (CAC) –**

Beth Chamberlain reported on the CAC budget for 2023.

THE MEETING WAS ADJORNED DUE TO THREAT OF TORNADO at 6:39 pm

Online discussion was held about the CAC budget. The three respondents indicated satisfaction with the budget as outlined.

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*The following is the email thread of conversation about the CAC budget.*

Dear Vestry Members,

Thank you for reviewing the notes Sarah Edmonds sent via Frieda, along with the 2023 Proposed Budget for the CAC. The Board members have been aware of having gone into deficit territory over the last couple of years, and have made some noteworthy cuts

to have the budget come closer to our actual revenues for this year. As the budget now stands, we should be in the black by about \$780. This assumes that we will have a fund-raising event as well as seeking grant money from sources suggested by Sarah and members of the CAC board. The cuts we made were difficult, but, we think, wise.

We of the CAC board would appreciate Vestry support of this proposed budget.

Many thanks,

Beth Chamberlain

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This looks like a solid budget proposal. I hope the additional fundraising efforts are successful.

Jay Fisher

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I support the CAC budget. I have nothing further to add to the Buildings & Grounds or the Christian Formation Reports.

Diane

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Another vote of support here as well with appreciation for the responsible choices made.

Beth W.

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Many thanks, Diane, Dorothy and Jay. We would love to hear from the other folks on the vestry concerning the CAC budget proposal, at your earliest convenience. Thank you so much!

Peace to all,

Beth

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No other business was attended to.

**Stewardship –**

**Parish Life -**

**New Business –**

**Reminders of upcoming events-**

*Vestry Retreat* – The Vestry retreat will be at the home of Lynn and Ken Taylor on March 4 from 8:30- 3:00.

*Next Meeting:* The next meeting will be March 16, at 5:30 pm.

**Concluding Prayer:**

Respectfully submitted by Kathryn Bruce, Clerk of the Vestry

## **Treasurer's Report for March 2023**

Please find attached the February 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

We are closer to having final 2022 reports, but there may be a few relatively minor adjustments yet this month. Please remember that the new 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 preparing the financial portion of the parochial report and should be able to complete that once our final 2022 adjustments are complete.

Checking account balances are all near target. Balances in the Vanguard investment account as of March 13 are \$88,210 in the money market fund and \$224,672 in mutual funds. You will notice a large increase in the money market total. Alec and I transferred \$50,000 from checking last month from prepaid and early full year pledge payments.

4Actual to Budget Report, February 2023, 031123

Accounts	Budget Feb 01, 2023 - Feb 28, 2023	Actual Feb 01, 2023 - Feb 28, 2023	Budget This Year Year to Date	Actual This Year Year to Date
<b>Revenues</b>				
4111 Plate Offerings	583.33	414.15	1166.66	1052.27
4115 1/4th Plate to Rector's Discr Fd	-145.83	0	-291.66	0
4131 Pledge Payments -Current Year	31250	30536	62500	66844
4133 Pledge payment for previous year	0	0	0	600
4132 Pledge Pre-Pledge payment	0	29207.61		29207.61
Gifts of Stock (Pledged & Outright)		1025.67		1025.67
4141 Non-Pledge Gifts	750	487.13	1500	1693.96
4170 Insurance Reimbursement - Rector's Spouse	1575	3150	3150	3150
4191 CAC Support of Employee Compensation	2166.58	2104.75	4333.16	4151
4512 Investment Income	375	21.45	750	158.67
4551 Property Rental Income	1041.67	1300	2083.34	2875
4565 SCC Reimbursement	250	0	500	0
x4575 Transfer from Vestry Designated Funds	2333.33		4666.66	
<b>Total Revenues</b>	<b>40179.08</b>	<b>68246.76</b>	<b>80358.16</b>	<b>110758.18</b>
<b>Expenses</b>				
Work Outside Congregation				
5111 Diocesan Assessment	3640.58	3640.58	7281.16	7281.16
Work Within Congregation				
Programs				
Christian Education				
5311 Christian Education	250	3.36	500	3.36
Parish Life				
5331 Parish Life	233.33	48.97	466.66	81.77
Worship				
5351 Altar Supplies	83.33	64.95	166.66	64.95
5353 Confirmation Prep.	8.33	0	16.66	0
5355 Music	16.67	0	33.34	0
5357 Prayer Books and Liturgy Materials	16.67	0	33.34	0
5359 Organ and Piano Maintenance	233.33	0	466.66	0
<b>Total Worship</b>	<b>358.33</b>	<b>64.95</b>	<b>716.66</b>	<b>64.95</b>
Youth				
5371 Youth Ministry	166.67	15.16	333.34	15.16
<b>Total Programs</b>	<b>1008.33</b>	<b>132.44</b>	<b>2016.66</b>	<b>165.24</b>
Leading Congregational Care				
5398 Pastoral Care	12.5	0	25	0
<b>Total Leading Congregational Care</b>	<b>12.5</b>	<b>0</b>	<b>25</b>	<b>0</b>
Operating Expense/Income				
Salaries & Wages				
5411 Rector	4944.75	4944.75	9889.5	9889.5
5415 Supply Clergy	116.67	0	233.34	0
5421 Youth Minister	489.25	489.22	978.5	978.47
5431 Organist & Choir Director	947	946.96	1894	1893.96
5432 Supply Organist	100	0	200	0



4Actual to Budget Report, February 2023, 031123

5451 Child Care	550.25	345	1100.5	610
5461 Dir. Christian Formation	1907.42	1907.42	3814.84	3814.84
5471 CAC Director	2000	2000	4000	4000
5481 Parish Administrator	2739.42	2739.42	5478.84	5478.84
5486 Financial Staff	1333.33	1560	2666.66	2729.93
Total Salaries & Wages	15128.09	14932.77	30256.18	29395.54
Employee Benefits				
5511 Clergy Pension	1658	1198.44	3316	3179.26
5521 Clergy Insurance	3169.17	3169.92	6338.34	6152.84
5526 Clergy Housing & Utility Allow.	3611.67	3611.65	7223.34	7223.3
5531 Clergy - SECA Payments	654.58	654.58	1309.16	1309.16
5551 Staff Payroll Taxes	762.42	666.46	1524.84	1310.28
5561 Staff Pension	642.25	562.26	1284.5	1139.63
5571 Staff Insurance	975	876.28	1950	1970.88
5581 Background Checks	25	0	50	63
5631 Workers Compensation Insurance	91.67	0	183.34	0
Total Employee Benefits	11589.76	10739.59	23179.52	22348.35
Facilities Expenses				
5611 Property & Liability Insurance	916.67	2298.17	1833.34	2298.17
5711 Repairs & Maintenance	833.33	223	1666.66	1509.4
5721 Elevator Maintenance	250	0	500	136.61
5751 Garbage service	100	0	200	0
5771 Supplies	133.33	195.57	266.66	195.57
5781 Electricity	1375	1635.95	2750	2846.69
5783 Gas	262.5	794.57	525	1176.75
5785 Water & Sewer	262.5	182.77	525	182.77
5790 Grounds Maintenance	416.67	133	833.34	133
5795 Cleaning Service	1600	1600	3200	3200
Total Facilities Expenses	6150	7063.03	12300	11678.96
Office Services				
5811 Audit	550	0	1100	0
5821 Computer Expenses	391.67	596.65	783.34	823.65
5831 Copying	350	339.73	700	339.73
5841 Office Supplies	133.33	105.05	266.66	105.05
5851 Office Equipment Purchases	91.67	0	183.34	0
5861 Postage	58.33	0	116.66	0
5871 Telephone	560	552.47	1120	1104.94
5891 Miscellaneous Expense	25	159.9	50	217.18
5895 Service Fee (Vanco)	75	108.5	150	193.61
Total Office Services	2235	1862.3	4470	2784.16
Organizational Expenses				
5911 Clergy Car Expense	104.17	0	208.34	0
5912 Clergy Expense Allowance	41.67	89.13	83.34	89.13
5913 Continuing Education- Clergy	166.67	0	333.34	0
5914 Continuing Education - Staff	41.67	0	83.34	0
5915 Convention & Travel	74.08	0	148.16	0
5916 Ministering to New Members	41.67	0	83.34	0
5918 Publications	83.33	206.27	166.66	249.77
5919 Communications	37.5	0	75	0
5920 Stewardship	145.83	0	291.66	0
Total Organizational Expenses	736.59	295.4	1473.18	338.9
Total Operating Expense/Income	35839.44	34893.09	71678.88	66545.91

4Actual to Budget Report, February 2023, 031123

Total Work Within Congregation	36860.27	35025.53	73720.54	66711.15
Other Expenses				
7311 Sabbatical Reserve Provision	-125	0	-250	0
Total Expenses	40375.85	38666.11	80751.7	73992.31
<b>Net Total</b>	(196.77)	29,580.65	(393.54)	36,765.87

# Statement of Activities-Operating

Date Range: Feb 1st 2023 - Feb 28th 2023 | Includes Open Transactions | Includes 13th Month | Filtered by: Fund

Accounts	Budget Feb 01, 2023 - Feb 28, 2023	Actual Feb 01, 2023 - Feb 28, 2023	Budget This Year Year to Date	Actual This Year Year to Date
<b>Revenues</b>				
4111 Plate Offerings	583.33	414.15	1,166.66	1,052.27
4115 1/4th Plate to Rector's Discr Fd	( 145.83)	0.00	( 291.66)	0.00
4131 Pledge Payments -Current Year	31,250.00	30,536.00	62,500.00	66,844.00
4133 Pledge payment for previous year	0.00	0.00	0.00	600.00
4141 Non-Pledge Gifts	750.00	487.13	1,500.00	1,693.96
4170 Insurance Reimbursement - Rector's Spouse	1,575.00	3,150.00	3,150.00	3,150.00
4191 CAC Support of Employee Compensation	2,166.58	2,104.75	4,333.16	4,151.00
4512 Investment Income	375.00	196.07	750.00	333.29
4551 Property Rental Income	1,041.67	1,300.00	2,083.34	2,875.00
4565 SCC Reimbursement	250.00	0.00	500.00	0.00
4575 Transfer from Vestry -Designated Funds	2,333.33	0.00	4,666.66	0.00
<b>Total Revenues</b>	<b>\$ 40,179.08</b>	<b>\$ 38,188.10</b>	<b>\$ 80,358.16</b>	<b>\$ 80,699.52</b>
<b>Expenses</b>				
<b>Work Outside Congregation</b>				
5111 Diocesan Assessment	3,640.58	3,640.58	7,281.16	7,281.16
Total Work Outside Congregation	3,640.58	3,640.58	7,281.16	7,281.16
<b>Work Within Congregation</b>				
<b>Programs</b>				
<b>Christian Education</b>				
5311 Christian Education	250.00	3.36	500.00	3.36
Total Christian Education	250.00	3.36	500.00	3.36
<b>Parish Life</b>				
5331 Parish Life	233.33	48.97	466.66	81.77
Total Parish Life	233.33	48.97	466.66	81.77
<b>Worship</b>				
5351 Altar Supplies	83.33	64.95	166.66	64.95
5353 Confirmation Prep.	8.33	0.00	16.66	0.00
5355 Music	16.67	0.00	33.34	0.00
5357 Prayer Books and Liturgy Materials	16.67	0.00	33.34	0.00
5359 Organ and Piano Maintenance	233.33	0.00	466.66	0.00
Total Worship	358.33	64.95	716.66	64.95
<b>Youth</b>				
5371 Youth Ministry	166.67	15.16	333.34	15.16
Total Youth	166.67	15.16	333.34	15.16
Total Programs	1,008.33	132.44	2,016.66	165.24
<b>Leading Congregational Care</b>				
5398 Pastoral Care	12.50	0.00	25.00	0.00
Total Leading Congregational Care	12.50	0.00	25.00	0.00
<b>Operating Expense/Income</b>				
<b>Salaries &amp; Wages</b>				
5411 Rector	4,944.75	4,944.75	9,889.50	9,889.50
5415 Supply Clergy	116.67	0.00	233.34	0.00
5421 Youth Minister	489.25	489.22	978.50	978.47
5431 Organist & Choir Director	947.00	946.96	1,894.00	1,893.96
5432 Supply Organist	100.00	0.00	200.00	0.00

Accounts	Budget	Actual	Budget	Actual
	Feb 01, 2023 - Feb 28, 2023	Feb 01, 2023 - Feb 28, 2023	This Year Year to Date	This Year Year to Date
5451 Child Care	550.25	345.00	1,100.50	610.00
5461 Dir. Christian Formation	1,907.42	1,907.42	3,814.84	3,814.84
5471 CAC Director	2,000.00	2,000.00	4,000.00	4,000.00
5481 Parish Administrator	2,739.42	2,739.42	5,478.84	5,478.84
5486 Financial Staff	1,333.33	1,560.00	2,666.66	2,729.93
<b>Total Salaries &amp; Wages</b>	<b>15,128.09</b>	<b>14,932.77</b>	<b>30,256.18</b>	<b>29,395.54</b>
<b>Employee Benefits</b>				
5511 Clergy Pension	1,658.00	1,198.44	3,316.00	3,179.26
5521 Clergy Insurance	3,169.17	3,169.92	6,338.34	6,152.84
5526 Clergy Housing & Utility Allow.	3,611.67	3,611.65	7,223.34	7,223.30
5531 Clergy - SECA Payments	654.58	654.58	1,309.16	1,309.16
5551 Staff Payroll Taxes	762.42	666.46	1,524.84	1,310.28
5561 Staff Pension	642.25	562.26	1,284.50	1,139.63
5571 Staff Insurance	975.00	876.28	1,950.00	1,970.88
5581 Background Checks	25.00	0.00	50.00	63.00
5631 Workers Compensation Insurance	91.67	0.00	183.34	0.00
<b>Total Employee Benefits</b>	<b>11,589.76</b>	<b>10,739.59</b>	<b>23,179.52</b>	<b>22,348.35</b>
<b>Facilities Expenses</b>				
5611 Property & Liability Insurance	916.67	2,298.17	1,833.34	2,298.17
5711 Repairs & Maintenance	833.33	223.00	1,666.66	1,509.40
5721 Elevator Maintenance	250.00	0.00	500.00	136.61
5751 Garbage service	100.00	0.00	200.00	0.00
5771 Supplies	133.33	195.57	266.66	195.57
5781 Electricity	1,375.00	1,635.95	2,750.00	2,846.69
5783 Gas	262.50	794.57	525.00	1,176.75
5785 Water & Sewer	262.50	182.77	525.00	182.77
5790 Grounds Maintenance	416.67	133.00	833.34	133.00
5795 Cleaning Service	1,600.00	1,600.00	3,200.00	3,200.00
<b>Total Facilities Expenses</b>	<b>6,150.00</b>	<b>7,063.03</b>	<b>12,300.00</b>	<b>11,678.96</b>
<b>Office Services</b>				
5811 Audit	550.00	0.00	1,100.00	0.00
5821 Computer Expenses	391.67	596.65	783.34	823.65
5831 Copying	350.00	339.73	700.00	339.73
5841 Office Supplies	133.33	105.05	266.66	105.05
5851 Office Equipment Purchases	91.67	0.00	183.34	0.00
5861 Postage	58.33	0.00	116.66	0.00
5871 Telephone	560.00	552.47	1,120.00	1,104.94
5891 Miscellaneous Expense	25.00	102.62	50.00	0.00
5894 Payroll Service Fees	0.00	57.28	0.00	217.18
5895 Service Fee (Vanco)	75.00	108.50	150.00	193.61
<b>Total Office Services</b>	<b>2,235.00</b>	<b>1,862.30</b>	<b>4,470.00</b>	<b>2,784.16</b>
<b>Organizational Expenses</b>				
5911 Clergy Car Expense	104.17	0.00	208.34	0.00
5912 Clergy Expense Allowance	41.67	89.13	83.34	89.13
5913 Continuing Education- Clergy	166.67	0.00	333.34	0.00
5914 Continuing Education - Staff	41.67	0.00	83.34	0.00
5915 Convention & Travel	74.08	0.00	148.16	0.00
5916 Ministering to New Members	41.67	0.00	83.34	0.00
5918 Publications	83.33	206.27	166.66	249.77
5919 Communications	37.50	0.00	75.00	0.00
5920 Stewardship	145.83	0.00	291.66	0.00
<b>Total Organizational Expenses</b>	<b>736.59</b>	<b>295.40</b>	<b>1,473.18</b>	<b>338.90</b>
<b>Total Operating Expense/Income</b>	<b>35,839.44</b>	<b>34,893.09</b>	<b>71,678.88</b>	<b>66,545.91</b>

<b>Accounts</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>
	<b>Feb 01, 2023 - Feb 28, 2023</b>	<b>Feb 01, 2023 - Feb 28, 2023</b>	<b>This Year Year to Date</b>	<b>This Year Year to Date</b>
Total Work Within Congregation	36,860.27	35,025.53	73,720.54	66,711.15
<b>Other Expenses</b>				
7311 Sabbatical Reserve Provision	( 125.00)	0.00	( 250.00)	0.00
Total Other Expenses	( 125.00)	0.00	( 250.00)	0.00
<b>Total Expenses</b>	<b>\$ 40,375.85</b>	<b>\$ 38,666.11</b>	<b>\$ 80,751.70</b>	<b>\$ 73,992.31</b>
<b>Net Total</b>	<b>( \$ 196.77)</b>	<b>( \$ 478.01)</b>	<b>( \$ 393.54)</b>	<b>\$ 6,707.21</b>

# Statement of Financial Position

As of: Feb 28th 2023 | Includes 13th Month

## Assets

### Cash

1085 Rectors Discretionary Checking	3,321.84
1112 Operating Checking Account	37,325.54
1125 First Horizon Checking	75.00
1131 CAC checking account	4,182.63

Total Cash	44,905.01
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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	116,124.85
1560 Vanguard Investment Account	315,070.82
1561 Vanguard Windsor	( 10,915.50 )

Total Investments	420,280.17
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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

<b>\$ 2,946,148.87</b>
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## Liabilities & Net Assets

### Liabilities

#### Payables

2111 Accounts Payable	( 4,451.32 )
2128 Security Deposits held by St. Mark & St. Paul	1,275.00
2161 Reserve for Future Obligation	23,055.13

Total Payables	19,878.81
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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	53,170.12
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### Net Assets

#### Fund Principal

3333 Fund Principal - St. Mark & St. Paul Church	103,682.00
3533 Fund Principal - CAC	40,216.74

Total Fund Principal	143,898.74
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#### Outreach Funds (Restricted)

8155 Funds Raised by Youth	3,640.77
8175 Bishop of TN Discretionary Fund	50.00

Total Outreach Funds (Restricted)	3,690.77
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<b>Building Funds (Restricted)</b>	
8331 Facilities Improvement Fund	36.26
8391 Capital Improvements	2,473,515.69
Total Building Funds (Restricted)	<u>2,473,551.95</u>
<b>Other Temporarily Restricted Funds</b>	
8911 Altar Guild Flower Fund	460.41
8920 Parish Life Restricted	2,675.51
8930 Stewardship Restricted	872.67
8940 Name Change - Church	979.91
8971 Rector's Discretionary Fund	15,567.01
8976 Christian Formation	138.89
8978 Continuing Education	150.00
8979 Landscaping	1,800.00
8991 Miscellaneous Restricted Gifts	4,494.29
Total Other Temporarily Restricted Funds	<u>27,138.69</u>
<b>Vestry - Designated Funds</b>	
8951 Memorials	19,320.39
8953 Bequests and Exceptional Gifts	117,378.21
8975 Rector's Sabbatical Reserve	8,000.00
Total Vestry - Designated Funds	<u>144,698.60</u>
<b>Permanently Restricted</b>	
9112 Endowment Fund Wolfe Corpus	100,000.00
Total Permanently Restricted	<u>100,000.00</u>
Total Net Assets	<u>2,892,978.75</u>
<b>Total Liabilities &amp; Net Assets</b>	<u><u><b>\$ 2,946,148.87</b></u></u>

## Summary of Restricted & Vestry Designated Accounts

Date Range: Feb 1st 2023 - Feb 28th 2023 | 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
8175 Bishop of TN Discretionary Fund	50.00	0.00	0.00	50.00
8331 Facilities Improvement Fund	36.26	0.00	0.00	36.26
8911 Altar Guild Flower Fund	740.41	280.00	0.00	460.41
8920 Parish Life Restricted	2,176.51	180.00	679.00	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	117,378.21	0.00	0.00	117,378.21
8971 Rector's Discretionary Fund	15,567.01	0.00	0.00	15,567.01
8975 Rector's Sabbatical Reserve	8,000.00	0.00	0.00	8,000.00
8976 Christian Formation	138.89	0.00	0.00	138.89
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	4,194.29	0.00	300.00	4,494.29
	<b>\$ 175,045.32</b>	<b>\$ 460.00</b>	<b>\$ 979.00</b>	<b>\$ 175,564.32</b>



## **Rector's Report: 16 March 2023**

*Some of my activities in addition to services from Wed, Feb 15-Tues, March 14*

9 pastoral visits or phone calls of significant length

### **Meetings**

Parish staff (semi-monthly)

Parish Administrator (often)

Dir. of Christian Formation  
(most wks)

CAC Director Sarah Edmonds  
(semi-monthly)

A new parishioner learning about  
Episcopal Church (most wks)

Christian Formation Committee

Finance Committee

Treasurer

Vestry

Junior Warden

Wardens & sabbatical substitute

Vestry retreat

Arcadia board meeting

Wednesday evening Lent study (weekly)

Visted meeting of St. Mark's Community Association Board

Weekly lectionary reflection group

Rotary (via Zoom)

Sewanee Symphony Orchestra

Time away: Feb 17-19 (visiting with daughter)

Sick March 9

**From: Robin Bates**

**Date: March 14, 2023**

**Subject: Report, Christian Formation Committee (CFC)**

In its last meeting, the CFC began discussion of themes for Vacation Bible School and next year's Sunday Forum.

For VBS, Jeannie Babb suggested having "bread" as our theme, which sounded more and more promising the more we explored it. From the unleavened bread from the first Passover feast to "manna in wilderness" to "I am the bread of life" to the Last Supper (and we thought of numerous other allusions to bread in the Bible), it proved to be a fruitful topic. It was suggested that children spend one session making bread, maybe the bread that is to be used in the Thursday VBS service.

For Sunday Forum, we discussed the possibility of Spirituality and the Arts as a theme, with a primary focus on experiencing God through the arts (literature, music, painting, sculpture, architecture, etc.) although the topic can be expanded to encompass God's creation process generally.

We also affirmed the richness of the Lenten reading this year, which is half completed. It's not too late to join the 5:30 sessions to discuss Jane Shaw's *A Practical Christianity* since the chapters work as stand-alone meditations. We have soup and sandwiches at 5:30, with an hour-long discussion beginning at 6. People may also follow along on zoom.

## **Community Action Committee (CAC)**

Report to Vestry

March 15, 2023

### Food Pantry

The CAC Food Pantry continues to be open five days a week for anyone in need of food or assistance. For the month of February, CAC had a total of 66 visits, with an average of about 13 visits a week. During this month, CAC served 41 unique households, made up of a total of 122 individuals, 80 adults and 42 children.

### Utility Assistance

There were multiple requests for assistance with utility bills for February, the primary requests were for electricity and housing. CAC has been helping as needed for a family at the Mountain Inn while we search for a home available for rent. CAC is working with a volunteer from Arts Inside as well to find housing options for the family.

### Farm 2 Table

As approved through the budget discussion, only donations given to CAC through the Farmers Market will be used for the Farm 2 Table Program. We are looking to purchase eggs wholesale from the Market in March, and I'm currently in discussion with the market manager to see what would be available through the season, and what would be most beneficial to CAC patrons.

### Kitchen 2 Table

The Kitchen 2 Table Program has been consistent through February with meal packs occurring each Wednesday of the month. In the month of February, CAC packed 479 meals and distributed 305 meals to CAC patrons and community programs. Due to the surplus of meals we currently have and Sewanee's Spring Break, we will take off on March 15th from packing meals.

### Community Meal

The Bonner students did a great job on this month's Community Meal. We had about 30 individuals join us for lunch. We look forward to the March Community Meal scheduled for Friday, March 31st.

### Second Harvest Information

I attended Partner Agency training through Second Harvest on Wednesday, March 1st in Nashville. The training included meeting other partner agencies, learning about the offerings from Second Harvest, food safety training, and a tour of the facilities. CAC's partner agency representative should be making a visit this year to determine that CAC is following the guidelines set forth by Second Harvest. The main guidelines are making sure that food is kept 6 inches off the ground, and the refrigerator and freezer temperatures are being maintained. To be in compliance with Second Harvest guidelines, thermometers have been placed in each refrigerator and freezer, and I would like to purchase appropriate shelving for the storage area in the basement.

### Upcoming Plans

- The March Community Meal will be held on Friday, March 31 at 12:00 PM.
- Apply for SCCF Spring Grant Cycle
- Easter Meal "Basket" Project for CAC families
- Student Supply Closet presentation set for April

Please contact me with any questions, concerns, or curiosities regarding the Community Action Committee.

### Contact Information

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