

St. Michael's Episcopal Church

Barrington, Illinois

Minutes of the Vestry Meeting of Monday, January 11, 2021

7:00 p.m. – Virtual Meeting

Present (Via Zoom): The Rev. Jesse Perkins (Rector), The Rev. Lisa Erdeljon (Associate Rector for Christian Education), The Rev. Timothy Murray (Deacon), Kirk Chan (Senior Warden – 2021), Ann Kimes (Junior Warden – 2021), Gene Dawson (2021), Bill Ferry (2021), Suzanne Fleer (2021), Michele Phillips (2021), Gwynne Johnston (2022), Cam Sells (2022), Lindsay Taylor (2022), Charley Wickman (2022), Kathi Frelk (2023), Ric Lindeen (2023), David Rauschenberg (2023), John Davis (Treasurer), Craig Anderson (Clerk)

Absent: None

1. Call to Order

There being a quorum present, Kirk Chan called the meeting to order at 7:01 p.m.

2. Opening Prayer

The opening prayer was offered by Fr. Perkins.

3. Approval of Agenda.

Gene Dawson moved and Michele Phillips seconded that the Agenda be approved as presented. There being no objection, motion carried.

4. Approval of Minutes – December 14, 2020

Ric Lindeen moved and Kathi Frelk seconded that the Minutes of the December 14, 2020 Meeting of the Vestry be approved as presented. There being no objection, motion carried.

5. Financial Report – December 2020, 2020 Recap, and 2021 Budget

John Davis provided a verbal summary and recap of St. Michael's fiscal condition for the year ended December 31, 2020. He commented on the positive impact of the Paycheck Protection Program and noted a shortfall of approximately \$41,000 in actual vs. budgeted pledge receipts. In response to a question, John advised that pledges normally are not underpaid. Also in reply to a question, he indicated that annual pledge and giving statements for 2020 would be distributed to parishioners soon.

John noted that changes in St. Michael's staffing and the Diocesan four-month pension payment waiver resulted in savings of approximately \$35,000 during 2020. Less snow than anticipated and the pandemic's effects on normal church operations resulted in some under-expenditures. Interest income was less than projected. The effects of the pandemic on normal operation of the Little Angels Christian

Preschool resulted in a loss to St. Michael's of approximately \$29,000. St. Michael's finished 2020 with Excess Funds of approximately \$57,000 after Paycheck Protection Program Forgiveness.

John commented that 2021 will be challenging, with anticipated revenue approximately \$119,000 less than projected expenses. Projected pledge revenue for 2021 is approximately \$579,000, which is less than for 2020. Budgeted expenditures for 2021 reflect an anticipated reopening of St. Michael's. However, budgeted total expenses for 2021 are less than actual total expenses for 2020. The projected loss for the Preschool for 2021 is approximately \$11,000.

The Vestry thanked John for his work. John noted the great assistance provided by Carol Hebert. Prior to the 2021 Annual Meeting, parishioners will have an opportunity to join John in a Zoom discussion regarding St. Michael's fiscal condition as of 2020 year end and going forward in 2021.

Gwynne Johnston moved and David Rauschenberg seconded that the December 2020 Financial Statements and the 2021 Budget be approved. Upon a voice vote: All Ayes; No Nays. Motion carried.

6. New Business

Final 2021 Pledge Calls

Lindsay Taylor provided an update regarding response to the stewardship effort and request for submittal of pledges for 2021. Members of the Vestry reported on follow-up steps with parishioners. It was noted that, thus far, total pledges are about 50 less than for 2020. Also, with respect to persons who regularly pledge each year, at this point there are approximately 10 less for 2021 than there were for 2020.

Additional Parishioner Gifts

Kirk Chan advised that St. Michael's has received additional monetary gifts from parishioners.

Following discussion, Ric Lindeen moved and David Rauschenberg seconded that the additional monetary gifts totaling \$55,000 be placed in the Designated Fund for Maintenance & Capital Improvements. Upon a voice vote: All Ayes; No Nays. Motion carried.

7. Old Business

January 31, 2021 Annual Meeting (Zoom)

Fr. Perkins commented on logistics for the virtual 2021 Annual Meeting, including voting for 2021 Vestry Candidates, presentation of the 2021 Budget, and parish activity information sharing. There will be an opportunity to vote electronically prior to the meeting.

2020 Outreach and Diocesan Contributions

Kirk Chan advised that the 2020 Outreach and Diocesan Contributions have been finalized based on 2020 Actual pledge and regular gifts revenue received.

2021 Vestry Members and Junior Warden Slate Voting

This item was addressed during the report on logistics for the 2021 Annual Meeting.

Dave and Katy Pepper Memorial

Bill Ferry reported that final design of the memorial in honor of Dave and Katy Pepper is underway.

8. Committee Reports

Buildings and Grounds

Bill Ferry provided an update on the rectory kitchen improvement project. Fr. Perkins noted that new appliances have been installed. Additional cost estimates will be obtained for installation of new cabinets. The Vestry commented on the importance of maintenance and improvement of St. Michael's properties.

9. Rector's Report

Fr. Perkins reported that the Christmas Eve worship service went very well, with approximately 100 persons receiving Holy Communion in-person through use of the social distancing scheduling plan. He advised that planning for Lent has begun. Also, Fr. Perkins noted that the Epiphany Pageant was excellent and expressed thanks to all who helped to make it happen and to all who participated.

Mtr. Erdeljon reported on some ideas being considered to assist in the observance of Lent.

10. Senior Warden's Report

Kirk Chan thanked the Vestry, clergy, and staff of St. Michael's for the great work and effort to address the pandemic and other challenges during the past year. He thanked the Vestry for the calm leadership it has exhibited and thanked all the outgoing members for their service.

11. Closing Prayer

Fr. Perkins offered the closing prayer.

12. Motion to Adjourn

David Rauschenberg moved and Ric Lindeen seconded that the meeting be adjourned. There being no further business and no objection, the meeting adjourned at 8:36 p.m.

Respectfully submitted,

/s/ Craig G. Anderson

Craig G. Anderson, Clerk