

St. Michael's Episcopal Church

Barrington, Illinois

Minutes of the Annual Meeting

Sunday, January 31, 2021

10:00 a.m. – Virtual Meeting via Zoom

I. Call to Order, Welcome – Fr. Jesse Perkins

Fr. Perkins called the meeting to order at 10:02 a.m. He welcomed all in attendance.

II. Opening Prayer-Renewal of Baptismal Vows – Fr. Jesse Perkins

Fr. Perkins offered the opening prayer, which was followed by Renewal of Baptismal Vows.

III. Appointment of Tellers, Secretary, Parliamentarian, and Clerk – Fr. Jesse Perkins

Fr. Perkins appointed Pam Blass and Kirk Chan as Tellers, David Buckley, Jr., as Parliamentarian, and Craig Anderson as Secretary and Clerk.

IV. Review and Approval of Agenda – Fr. Jesse Perkins

Fr. Perkins asked those in attendance for review and approval of the proposed agenda via virtual vote. With a majority of those persons present indicating approval by a vote of 'Yes', the agenda was approved.

Information made available to parishioners prior to today's meeting includes St. Michael's Annual Report 2020 and the slate of nominees for the Vestry.

V. Report of Nominations – Kirk Chan, Senior Warden

Vestry Nominations

Fr. Perkins explained the process for Vestry nominations from the floor.

Kirk Chan presented the slate of candidates for the Vestry: Ann Kimes, Senior Warden, 1-year term; John Garcia, Junior Warden, 1-year term; Carol Berman, Vestry member, 3-year term; Melissa Buckley, Vestry member, 3-year term; Greg Mears, Vestry member, 3-year term; Doug Torbeck, Vestry member, 3-year term; and Gwen Weibel, Vestry member, 2-year term.

Start the Clock

In accordance with parish bylaws, the minimum time period of 30 minutes for nominations from the floor of candidates for the Vestry began at 10:11 a.m.

VI. Senior Warden Report – Kirk Chan

Kirk commented on the challenges of 2020, including the pandemic and how planning for the year had to change. He thanked the Vestry, Fr. Perkins, and Mtr. Erdeljon for their quick reaction to address those challenges and reviewed the steps taken to return to worship. Kirk also expressed his thanks to Cam Sells and Kevin Taylor for their assistance in making the return to worship happen.

Kirk noted the effect of the pandemic on parish finances and thanked John Davis and Carol Hebert for their great assistance in keeping St. Michael's fiscally sound. He extended his appreciation to Ann Kimes and the other members of the Vestry for making tough choices.

Additionally, Kirk thanked Bill Ferry and Kim Curtis for their assistance in the upkeep and improvement of St. Michael's properties and capital equipment, including the air conditioning project. Kirk extended thanks to Mark Sikkila, Pam Blass, and the entire St. Michael's staff for their work.

VII. Financial Presentation, Q&A – John Davis, Treasurer

John Davis provided a summary review of the actual revenue and expenditure results for 2020. In particular, he noted that budgeted revenue was less than anticipated and commented on the impact of the Paycheck Protection Program loan. Factors that affected revenue included underpayment of some pledges and the shortened school year for the Little Angels Christian Preschool. To help address the fiscal challenges, contributions to Outreach and the Diocese were adjusted to 10% of actual revenue for 2020, some staffing changes were made, and Fr. Perkins voluntarily reduced his pay by 10%. John advised that the Paycheck Protection Program loan was used for its purpose to continue to pay staff.

John reviewed the financial picture for St. Michael's for 2021, indicating that 2021 will also present fiscal challenges for St. Michael's. He noted the anticipated shortfall in revenue due to a reduction in pledge receipts.

In response to a question regarding actions by staff to help address the financial challenges during 2020, John Davis and Fr. Perkins commented on some of the steps taken, including a shift from in-person to virtual activities and worship opportunities.

Caren Hunter, Director of Little Angels Christian Preschool, noted the efforts of teachers and parents to implement virtual alternatives to in-person classes and other activities, including a drive-by celebration by teachers last May for each student graduating from Preschool. Caren also noted the administrative work undertaken last summer by staff, advised that 71 children are currently enrolled, that parents have been engaged, and enrollment registrations continue.

Fr. Perkins reported that installation of solar panels has resulted in an energy cost savings of ~30%. He also noted the work done to adjust worship services to address the issues caused by the pandemic.

John Davis presented an overview of the fiscal picture for 2021, including that St. Michael's has received its second Paycheck Protection Program loan. He noted that whether there will be a return to the pledge base of recent years is unknown, the 2021 budget assumes that there will be a return to in-person worship in the fall, and there are 125 pledges for 2021, while there were 155 pledges for 2020. Also, John

indicated that there is an estimated Preschool deficit of ~\$11,000 for 2021 and that St. Michael's has a cash reserve of ~\$400,000.

John expressed thanks to Carol Hebert for her accounting work for St. Michael's. Carol thanked John for his work. John concluded by commenting on the Designated Funds and the Outreach funding information.

Fr. Perkins extended much thanks to John and Carol for their assistance to the parish.

VIII. Ministry Reports Video

Fr. Perkins provided an introduction for an abbreviated video presentation regarding St. Michael's ministry activities during the course of the past year. A link to the full version was provided and Fr. Perkins offered great thanks to all of St. Michael's staff for their work.

IX. Rector Report – Fr. Jesse Perkins

Fr. Perkins provided a video report which reviewed the past year and plans going forward for St. Michael's.

With respect to 2020, Fr. Perkins noted adjustment to the impact of the pandemic through brainstorming, learning, and implementing; utilization of Zoom and other on-line options for worship services and other activities; making tough financial decisions, staffing and compensation changes, and reducing expenses; receipt of a Paycheck Protection Program loan; re-opening of Little Angels Christian Preschool in the fall of 2020; and contributions of 10% of actual parish revenue to the Diocese and Outreach.

Going forward in 2021, Fr. Perkins offered that although there is the fog of the unknown, we get to choose faith that God is still there and focus on that which is important, our values, which include liturgy, preaching, music, good stewardship, worship, fellowship, and outreach. He asked that we make sure to reconnect with St. Michael's. Planning with St. Michael's ministry groups is a goal.

Fr. Perkins thanked everyone for their ongoing patience and help. He then introduced Pam Blass, Parish Administrator.

X. Open Floor – Q&A

Nancy Seth asked why Sunday worship currently is only in the form of Morning Prayer and if there is a plan for spiritual Communion. Fr. Perkins noted that in-person Holy Eucharist starts on February 7, 2021. He then noted reasons for not having an option for spiritual Communion.

Marti Kahn inquired as to whether the parish has extended support to those persons who have been extraordinarily impacted by Covid-19. Fr. Perkins noted the limitations on activities which could be undertaken to assist people in that situation, including social distancing and collection of items. There is a need to look for Covid-safe ways to offer support.

Marti also asked about contact with parishioners who are shut-ins. Fr. Perkins advised that there have been attempts to contact those persons, but the need is not always known. He suggested further conversation regarding this matter.

Art Kinney commented that the parish staff has been “fantastic”. Fr. Perkins extended appreciation to Art for his comment.

XI. Report on Elections – Fr. Jesse Perkins at 11:20 a.m.

Verification of Quorum Based on at Least 50 Votes

Pam Blass reported that 86 Yes votes were cast for election of the slate of candidates for the Vestry as presented.

Fr. Perkins reported that the slate of candidates for the Vestry has been elected as presented.

Vestry and Wardens

On behalf of the parish and the Vestry, Fr. Perkins welcomed the incoming and thanked the outgoing members of the Vestry.

Diocesan Convention Delegates

Fr. Perkins reported that Ellen Lindeen, Kevin Taylor, and Juliet Duncan have been elected by the Vestry as Diocesan Convention Delegates to represent St. Michael’s at the 2021 convention. Fr. Perkins expressed thanks to the Delegates and the Vestry.

XII. Recognitions – Ann Kimes, Junior Warden

Ann Kimes thanked the Vestry for its work, with particular recognition of outgoing members Gene Dawson, Suzanne Fleeer, Michele Phillips, Bill Ferry, and Steve Barnum. She also thanked Craig Anderson, Clerk; John Davis, Treasurer; and Kirk Chan, Senior Warden.

Ann welcomed all the new Vestry members and thanked Mtr. Erdeljon and Fr. Perkins. She noted that she is looking forward to a smoother 2021.

XIII. Closing Prayer and Blessing – Fr. Jesse Perkins

Fr. Perkins thanked Mtr. Erdeljon, who extended thanks to all who helped out in 2020. Fr. Perkins offered a prayer for the parish and a blessing.

XIV. Adjourn

There being no objection, the meeting adjourned at 11:32 a.m.

Respectfully submitted,

/s/ Craig G. Anderson

Craig G. Anderson, Clerk