

February 2024 Vestry Meeting

Attendees: Mary Amos, Anne Binns, Joyce Bott, Tim Cavins, Jason Evans, Jacqueline Howells, Carlyle Knox, Bob Murphy, Diana Smith

Absent Members: Thomas Cooke, Margaret Kahn, Niki Manke

Guests: Karen Crane, Treasurer and Pat Mynatt, Finance Committee

Recording secretary: Natalie Castro

Clergy attendees: Greg Brown, Cat Connolly

1) Opening Prayer – Anne Binns

2) Agenda Approval – Joyce Bott

- a) Motion to approve February Vestry agenda – approved
- b) Margaret Kahn resigned from her vestry position.
- c) Natalie has agreed to accept the position - Motion to approve Natalie for vestry opening for remaining term – approved

3) Scripture/Bible Study – Joyce

4) Associate Rector's Report – Cat C.

a) Children's Ministries – Kimberly Rockas has been appointed to the Ministry leader position. She is settling into her position. Cat is meeting with Kim every week to bring her up to speed.

b) Youth Ministry -Samantha Haren was offered a youth administrator position. She will be starting within the 3rd week of February. She will serve for a 6-month term with the possibility of continuing in the role or growing into a larger role.

c) This year Prayer Buddies is an intergenerational prayer program run throughout Lent where adults, youth, and children exchange notes/cards and pray for each other.

d) Advertising of the buildings for income – Possibility of using the memorial garden. Further discussion to be had.

e) Sarah Tobin's funeral was held.

f) Youth mental health training day on Saturday, 2/17 was good.

g) Lent is upcoming

h) Women's retreat upcoming in March - will be led by Rosemary Hagan.

5) Ministry Reports

a) Hispanic/Latinx Ministries – Tim C.

* Attendance is steady in the Spanish service. Outreach has been done. We need to get better at tracking members and getting their information to reach out. Lunch will be held the first Monday of every month and the announcement has been made. It has been received well.

* Gray Langley has been the choir/musical director of La Misa and has been doing so for 13-14 years. He has done a great job.

* There have been sign-ups for Montreat.

* ESL is small but a committed group.

* The fundraiser for La Escuelita went well. They are in the middle of registrations and full for next year.

b) Worship & Music – Jacqueline
Update to follow.

The goal of the liaison is to be a link from the CG to the vestry, and to help carry the successes and concerns between the two. Liaisons should attend some of the CG meetings, as we are able, to develop relationships and better know the CG needs.

6) Finance Reports – Karen Crane & Pat Mynatt

a) Jan 2024 Financial Statements - Karen

- * With no approved budget, limited info is available for review.
- * Expenses were kept low.
- * Bob pointed there was a big drop in prior year payments from 2023 to 2024. The payments were put into 2024.
- * Expenditure of the buildings and grounds fund was used to fix the pipe in the garden. Reimbursement will be forthcoming. \$8k for the deposit for the plumber. \$13k total for the plumber. \$8.9k for boring. Total Project Cost of \$22.7k before sales tax refund of approximately \$900.
- * The area that was dug up is barely noticeable.
- * The water bill should come back down since the pipe has been fixed. The City of Charlotte will refund a percentage of the water bill.

b) 2024 Budget

- * The budget is uploaded to the share drive
- * There is a deficit of \$78,887
- * The income for facilities is included

Per Pat M. The church operates on cash basis. Assets (furniture, property, etc.) do not show up on balance sheet. Therefore, the loan for 2729 Park Rd does not show up on the balance sheet. It was determined to keep the income from the property next door separated from the church funds. The buildings and grounds reserve is almost depleted. The remaining buildings and grounds reserve would need to cover both properties if the money is put into the budget.

- There is \$30k in the designated fund to cover property tax.
- Can money be moved from Cash to the operating budget? We can take projected rent revenue and move it into the operating budget but there needs to be anticipated expenses into the buildings and grounds line on the budget.
- The loan for the property next door is not on the books.
- We are using our cash reserve to cover other costs.
- Monthly rent is approximately \$3k which was increased based on rent comps.

Pledge income has been budgeted lower for 2024 over 2023. It is not believed that we will be able to increase the pledges much throughout the year. Last year it was \$824k and is budgeted for \$815k for 2024.

- Income for revenue of renting out the church is projected to be \$15k.
- Karen stated if we are going to show a deficit, we need to establish a plan for the next several years.

It is recommended that we adopt a budget with a deficit at this time as we do not have any additional income to reach a balanced budget.

- For a 4-year plan to balance the budget, we would need an additional 28 pledges of \$2800 each year. Or we would need to discuss selling the property next door. More in depth discussions will be needed for either option.

Do we pay income tax on the property next door? The answer is no. But we do pay property tax on it.

A motion was put on the floor to move property 2729 to the operating budget. The motion passed.

There was a discussion about salary increases and possibly bringing the current percent increase down.

Staff assessment: Bill Keith retired from Covenant Presbyterian as their Certified Church Administrator. It might be a good idea to see if he can come in to look at staffing for consulting.

Current deficit is \$80,005.

Karen asked if we are comfortable to close the deficit within 3 to 4 years as that is a part of the piece to balance the budget over time. She stated she would like our opinion on how many years would be proposed. The timeframe for the plan would start in 2025. The model will be between 4 and 5 years.

We do not know what the median parishioner pledge is because we have not gotten the info from Holly currently.

There was a discussion surrounding being open with parishioners regarding the budget with a deficit and how pledging is important.

Is it the expectation that IWC reaches out to new members? Yes.

The question was asked if we can change the amount of money we give to the Diocese. Answer - We have no control over the amount of money given to the Diocese.

Jason moved that payroll will be processed with the approved personnel portion of the budget of 2024. Motion passed.

7) Mid Meeting Reflection & Bio Break – Jaqueline H.

8) Rector's Report – Greg B.

- a) We need 8 pledges net
- b) We need to use our stories to connect to members and add people to the church. We need to know our story and share it.
- c) Clergy Status – looking into Reimagining our Curacy program, for sharing a Curate position with other churches.
- d) Liturgy and Worship - La Misa attendance is growing.
- e) Patrick's upcoming Sabbatical. Motion to approve Patrick's Sabbatical – approved.

9) Senior Warden's Report – Joyce

a) ACG Non-Responder contacts

* Will be sent out.

b) Parochial Report – Due March 1st

c) Grant Writers

* There will be a request in the Sunday Spirit for people with experience writing grants.

Trish has access to a website with resources. Joyce has a friend who is familiar with grant writing, and she will ask her for assistance.

* Jaqueline asked if we could budget for grant writing. It was determined that we cannot at this time due to the unbalanced budget, but perhaps it can be looked into in the future.

d) Mutual Ministry – March Topic

* An internal review of where we want the church to go.

10) Junior Warden's Report – Carlyle

a) Spring Cleanup – March 9, 16, or 23

* Meeting with crew to select a date

b) Update Water Pipe Break – Memorial Garden

* \$8800 for boring, \$13k for plumbing

c) VPOD Duties Checklist

* Checklist will be provided

d) Solar Panel Update

* Holly has asked and should hear back from someone with more info.

e) Above & Beyond Moment

* Niki checked the back double doors and found them unlocked.

* All the doors should be checked to make sure they are locked.

11) Old Business/ Reminders – Joyce

a) Approval of Jan 2024 Minutes

b) March Ministry Reports – IWC/Stewardship (Diana S) and Outreach (Niki M.)

c) BGG Speakers – Jan (Tom C.), Feb (Diana), Mar (TBD)

12) Closing Prayer – Anne B.