

Minutes of Virtual Annual Parish Meeting, January 17, 2021
St. Andrew's Episcopal Church
300 Third Street, Elyria, Ohio 44035

Virtual Sharing of documents:

Instructions for Virtual Meeting, Agenda, Annual Parish Meeting booklet

Call to order at 10:37 by Rev. June Hardy Dorsey

Appointments

Clerk: Michelle VanWormer

Tellers: Jean Hays, Anne Yug

Parliamentarian: Matthew Van Wormer

Agenda for 2021 Annual Meeting: Presented and approved by acclamation

2020 Annual Meeting Minutes: Lee Kauffman moved to approve the minutes; Hans VanWormer seconded. One correction, spelling of Doraine Toms. Lee Kauffman amended approval noting correction, Hans VanWormer seconded, minutes approved.

Elections/Nominations

Vestry Nominations

3 Vestry members needed

Nominations: Lee Kauffman, Mark Skladan, Jay Snider, Karen Wells

No additional nominations

Hans VanWormer moved to close Vestry nominations, Judi Hudnutt seconded, motion passed by acclamation.

Mission Area Delegates

2 delegates needed

Nominations: Hannah Barkhurst, Joe Myers, Doraine Toms.

No additional nominations

Anne Yug moved to close nominations for Mission Area Delegates, Judi Hudnutt seconded, motion passed by acclamation.

2021 Convention Delegates

3 delegates needed

Doug Skladan, Matthew VanWormer and Anne Yug put forward their names to serve as delegates. Hans VanWormer moved to close nominations for 2021 Convention Delegates, Judi Hudnutt seconded, motion passed by acclamation.

Anne Yug moved to accept candidates for delegates by acclamation, Leanne Taylor seconded; motion passed.

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Polls open: Zoom "poll" feature was provided to all members in good standing. Phone-in meeting participants were provided the phone numbers of the tellers so they could cast their vote by calling in or texting.

The 2020 Annual Parish meeting Report Booklet will be provided electronically to those who have provided active and accurate email addresses. Paper copies will be mailed upon request made through the chat feature of Zoom or verbal request.

Share Campaign report – Amy Kellogg, see Annual Parish Meeting booklet

Treasurer's report – Doug Skladan for Treasurer, Lise Day
See attached summary

Rector Report – Rev. June Hardy Dorsey, see Annual Parish Meeting booklet.
Thanks to every member who has remained present and continued to participate and support St. Andrews. Special thanks to outgoing Vestry members Jean Hays and Anne Yug, plus Vestry wardens and Commission Chairs Amy Kellogg and Greg Hebble. Also, staff, Joan VanWormer and Rev. Greg Stark.

Open Mic

Michelle VanWormer thanked Chuck and Margo Reich for their many years of service and leadership for the Heather Campbell Reich Community Meals Program and for Bill Hebble's new leadership in the Program.

Matthew VanWormer reminded everyone that it is our responsibility to live by the expectations of the Church we are part of and to treat each other with respect in our communications with each other in person and on social media.

Polls closed, results

Vestry: Mark Skladan, Jay Snider, Karen Wells
Mission Area Delegates: Doraine Toms, Hannah VanWormer

February 10, 2021, Vestry meeting, current Vestry members serve until this meeting.
January 27, 2021, new Vestry orientation

Doug Skladan – closing prayer
Anne Yug moved to adjourn; Karl Kirk seconded; motion passed.

Respectfully Submitted
Michelle VanWormer, Clerk

St. Andrew's Financial Report
St. Andrew's Episcopal Church, Virtual Annual Meeting
Jan. 17, 2021 on Zoom

Presented by Sr. Warden, Douglas Skladan standing in for Treasurer, Lise Day

Early in 2020, the newly formed Resource Management Commission was charged with creating a proposed 2021 budget for approval by the Vestry. This proposed budget is attached for parish-wide distribution. An overall goal set forth by the Strategic Plan is a balanced budget for St. Andrew's by 2022, eliminating the need to draw from savings for operating costs and limiting draws from investments to the 4.5% recommended by the Diocese of Ohio.

A subcommittee of the Resource Management Commission (RMC) prayerfully and carefully created this proposed budget, using the ongoing principals of sustainability, transparency, and accessibility in reporting. The Rev. Brad Purdom and the Rev. Percy Grant of Bishop Hollingsworth's staff provided information and guidance at several points in the overall process.

Noteworthy changes are highlighted below. Budget Subcommittee members are: Jean Hays, Amy Kellogg, Mike Von Gunten, Barb Prior, Patty Peacock, Lise Day and Doug Skladan with the Rev. June Hardy Dorsey, ex-officio. Gratitude is expressed for their thoughtful and informed work in leading St. Andrew's in her mission of "Sharing God's Love."

Highlights of 2020 End of Year Report (Preliminary Report as of 1-11-2021.)

1. Operating revenue exceeded anticipated operating revenue by \$16,000
2. Operating expenses were less than anticipated by \$29,000
3. Instead of a \$34,000 deficit, the year ended with a \$6900 surplus.
 - a. Calculation for building, utility and sexton expenses used for outreach was updated.
 - b. Minimized building use and renegotiation of rates resulted in lower utility expenses.
 - c. Program and personnel expenses were reduced due to moving from in person to virtual programming and lowered building occupancy.
4. As reported on 1-11-2021 St. Andrew's has \$75,628 in Huntington Bank (of these funds, \$9961 is available for general operating expenses with the remainder being designated funds.)
5. As reported on 1-11-2021 St. Andrew's has \$938,899 in invested funds, all which are designated by donors or Vestry.

Highlights of Changes from 2020 Budget to 2021 Budget

1. **Utility expense decreased** by reduction in rates negotiated with new providers.
2. **Assessment expense decreased** by recalculating the percentage of building expense and sexton responsibilities relating to outreach ministries.

3. **Clergy expense decreased** by 10% reduction in clergy pay, travel, professional development, and pension. (Professional Development funds are carried over from 2020 to 2021 budget.)
4. **Staff expense decreased** by:
 - a) 10 % reduction in Music Director pay
 - b) 10% reduction in Sexton pay and pension
 - c) the elimination of the Administrative Assistant position
 - d) the creation of a position of Communications and Outreach Assistant
 - e) the cost of Nursery personnel to be charged to Youth Ministry Fund which also funds the position of Youth Minister.
5. **Copier costs decreased** by elimination of copier after current copier lease term ends in March 2021. A donated printer will be used for small “in house” copying and with larger printing jobs being outsourced to local printer.
6. **Program expenses decreased** due to temporary decrease of in person programs in 2021 during the continuation of the pandemic. The intention is that as the pandemic passes and in person programs and ministries increase, additional funds will be made available. Ministry leaders are encouraged to request more funds as needed as the year progresses.
7. **Pledge and plate income decreased** in light of anticipated shortfall due to pandemic (It is noteworthy that actual 2020 income was \$16,000 higher than anticipated. The 2021 pledge income to date is also \$16,000 higher than the Pledge Goal .)
8. **Pod Endowment** was transferred to Youth Ministry Fund held in the Diocesan Joint Investment Fund per Ohio rules for trusts and designated funds. (Details available upon request.)
9. **Thomas Endowment** was renamed as Reserve Fund for Special Projects, continues to be held in the Diocesan Joint Investment Fund per Vestry action and Ohio rules for trusts and designated funds. (Details available upon request.)

In conclusion, I want to thank all the members of the parish for their generosity in supporting St. Andrew's in so many ways.

Thanks also to our clergy, staff, commissions, and vestry for their due diligence in controlling costs and managing the investments.

This combined effort has led us to having greater solvency than anytime in the past several years and reason for celebration. Thanks again.

Respectfully submitted, Doug Skladan – Senior Warden