**St. John’s Vestry**

**Minutes of the Vestry Meeting**

**September 12, 2023**

**Meeting in Philbrick Room**

**In attendance:** Rev. Rob Stevens, Rev. Aaron Jenkyn, Chuck Silva, Andy Bangs, Anne McSally, Chris Nettleton, Randy Philbrook, Ken Stover, Steve Falci, Kelly Boston, Brooke Basset, Tom Gruen, Mike Rainboth

**Excused:** Gerry Simpkins

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**At 7:00 Chuck called the meeting to order**

**1. Building update: (Chuck)**

* Fire alarm cost of $32k likely will be capitalized.
* Discussion of the flexibility Thaxter and Roberts Hall offer to all St. John’s groups that use them and fully using this space for mission.
* Gerry Simpkins has agreed to continue as Junior Warden.

**2. Finance update: (Kelly)**

Financials continue to be in great shape.

* Revenue continues to be quite favorable YTD of 2023 as multiple pledges are paid in full.
* We have not used our planned deferred gift of $60K which was budgeted to use in June.

Parking is also quite favorable as of July and we anticipate strong tourist months.

* Expenses are lower due to timing of Associate Rector (Apr budgeted, Aug start) this offset the

variance of $32K for the Fire Alarm system which led to higher Building & Grounds expense.

which Kelly is evaluating for capitalization.

* All other variances are related to timing, lower utility costs &/or not a concern.

2022 Audit Process

* Engaging with Nesseralla & Company, LLC (same auditors last year) for a full audit.
* Audit underway but slight delay from our side but on track for a completion in the coming weeks.

Endowment Draws 2023

* $75,000 (4.9%) is available for withdrawal based on Budget assumptions.
* $60K, in deferred, from a gift to cover operating expenses in 2023 (budget planned in June).

We are setting up a Finance Committee that will provide a structure to manage our growth. It will oversee budgets, the endowment and establish financial policies and plans.

**3. Clergy Updates: (Rob)**

* 2024 we will have a bigger staff and are well positioned to do more for God.
* Stewardship kicks off in October.
* Kelly, Rob, and Chuck are working on honing the financial goal and Rob stressed the importance of participation.
* Vestry will participate in Sunday appeals.
* Rob discussed legacy gifts to St. Johns and how they could help, grow the endowment.

**Closing prayer: Rob offered a prayer to end our meeting****. Meeting adjourned: approximately 8:15 PM**