

**Episcopal Church of the Advent  
Vestry Meeting Minutes  
December 18, 2022**

The meeting convened in prayer by Fr. Alan at noon.

**Attendance:** *Present Vestry* - Rev. H. Alan Leonard, David Hammond (SW), Barbara Smith (JW), Frank Garcia, Scott Griffith, Carol Hoffman, Richard Hudson, Lew Price, Sharon Werth.  
*Absent* – Noel Smith-Wong, John Coyle.  
*Guest* - Alison Cioffi-Brown, Treasurer

**Minutes:** Motion by F. Garcia, seconded by S. Werth to approve minutes of the Special Vestry Meeting held on December 11, 2022 – *Approved*. Motion by S. Werth, seconded by F. Garcia to approve the minutes of the Vestry Meeting held on November 20, 2022 – *Approved*.

**Treasurer's Report:** A. Cioffi-Brown presented the November, 2022 P&L. In summary, YTD through November the net income is approximately \$18,000 less than budgeted, \$16,000 of which is due to below budget YTD pledge income. It is felt that a significant portion of this budget deficit will be made up in December as parishioners pay the remainder of their 2022 pledge. The remaining budget deficit is more than accounted for by unexpected, excessive gas and electric bills due to an increase in the cost of these utilities in calendar year 2022. Motion by D. Hammond, seconded by S. Griffith to approve the Treasurer's Report (P&L Budget Performance for November, 2022) - *Approved Pending Audit*.

**Rector's Report:** Father Alan reported that:

- The Annual Meeting will be held in person on January 22, 2023.
- The Shrove Tuesday Dinner will be served on February 21 and will be put on by the ECM. We will charge approximately \$15.

**Senior Warden's Report:** No report due to the length of the meeting agenda.

**Junior Warden's Report:** B. Smith reported that:

- Power washing completed on back Parish Hall and kitchen steps.
- Power washing of ambulatory will be completed in the Spring.
- The Committee has been working on the transition to the next (potential) Junior Warden, Lew Price, and a new Property Committee member, Peter Van Syckle.

## Old Business:

- **Approval of the 2023 Budget**—The Vestry discussed at length a budget proposed by the Finance Committee and presented by A. Cioffi-Brown, Treasurer. Large drivers of the projected income reflect slightly fewer pledge units (50 vs. 52 last year) and lower non-pledge check collections. The expenses are largely fixed (over 95% of the total expenses). Rector salary and related expenses were increased by 5% as recommended by the Diocese. All other salaries were increased by 5%. The budgeted expenses include the interest and principal paydown of a low-interest, 5-year Diocesan loan of \$15,000 for capital upgrades awarded as a result of a recent grant/loan application. The 2023 proposed budget has a projected a net loss of approximately \$20,000. Motion by F. Garcia, seconded by S. Griffith to approve the proposed budget to be taken to the Congregation at the upcoming annual meeting. *Approved.*
- **Approval of the 2023 Nominees to Wardens, Vestry, Delegates, Deputies, and Alternates to Convocation and Convention**—The Vestry approved the following slate of candidates proposed by the Nominating Committee to be taken to the congregation for a vote at its upcoming Annual Meeting:

Senior Warden (one-year term)—Barbara Smith

Junior Warden (one-year term)—Lew Price

Vestry (three-year term)—Angela Gloria, David Hammond, Joel Rutenberg

Delegates to Atlantic Convocation (one-year term)—JoAnn Armstrong, Diane Dilworth, Frank Garcia, Angela Gloria, Pam Kelly, Carol Obligado

Deputies to Diocesan Convention (one-year term)—Corbin Cogswell, Martha Torpey, Alice Vasser

Alternates to Diocesan Convention (one-year term)—Noel Smith-Wong, Sandi Eakin

## New Business:

- **Generating Additional Income** – The Vestry brainstormed the following ideas for generating additional income in 2023 to close the expected budgeted deficit:
  - **Raffle**--Conduct a raffle of a significant item
  - **Chili Cookoff**
  - **Donate a Brick/Paver for Parish Hall Yard**
  - **Art Show Featuring Parish Artists**

**Other Committee Reports:** No reports due to length of the meeting agenda.

**Next Vestry Meeting** – February 19, 2022 at noon.

Motion to adjourn at 1:36 pm by C. Hoffman, seconded by F. Garcia.

Respectfully submitted,

Lew Price, Vestry Clerk

