

Episcopal Church of the Advent
Vestry Meeting
August 15, 2021

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

Attendance: *Present* - Rev. H. Alan Leonard, Deborah Lukens, David Hammond, Frank Garcia, Scott Griffith, Carol Hoffman, Karann Murphy, Dr. Lew Price, Jack Shaw, Barbara D. Smith. *Absent* - John Coyle, Noel Smith Wong

Minutes: Motion by C. Hoffman, seconded by F. Garcia, to approve minutes of June 20, 2021. *Approved.*

Treasurer's Report: Motion by D. Hammond, seconded by F. Garcia, to approve the June, 2021 Treasurer's Report. *Approved pending audit.*

Rector's Report: Fr. Alan highlighted the following:

- Stewardship Celebration Dinner
- Bible Study, EFM, and Forum on Aging to begin in September
- Rector's vacation = August 24-September 4, 2021 Fr. Dan to cover.

Warden's Report:

Sr. Warden - D. Lukens updated vestry about a meeting of the rector and wardens to discuss potential needs of parishioners who have been homebound from church participation during this extended pandemic period. A "Communion Kit" with consecrated host can be delivered to the homebound to enable sharing of the host during online services.

Jr. Warden - D. Hammond updated property improvement status:

- Property committee awaits bids for cedar shakes and gutter projects
- Mulch is needed to control weeds and improve appearance of landscape
- Suggestion to seek bids for mulch and plan to resurrect garden maintenance along the front of the parish hall.

Old Business:

Property Update -

- Roof repair in progress
- Organ overhaul in progress
- Sexton will assess needs for repair/replacement of steps at rear door of church, to include yellow striping and lighting

Stewardship Celebration Dinner -

- D. Lukens reported that David Craig has volunteered to contribute food service, to include preparation and delivery.
- D. Lukens volunteered to explore possibility of hiring individuals for catering responsibilities e.g. heating, serving, clean-up
- Vestry will revisit their call lists to personally invite parishioners to the dinner
- Vestry to consider a donation in memory of David Craig's mother

Fall Sunday School - Education Committee to meet next week to address the structure of Sunday School for Fall, 2021 in consideration of non-vaccinated participants as the primary age group served.

Forum on Aging - Sessions are scheduled for the second Sunday of each month between services, with the exception of one session to be offered on a Wednesday evening. Details TBA

Vacation Bible School - A resounding success for the ten participants, aged 2-15, and all adults facilitating the program, held for the first time at Cape May Point State Park. The structure and venue of this summer's VBS will be considered for next year.

New Business:

Endowment and Gift Policy - Dr. Lew Price reviewed key points of the policy and addressed questions. The policy is modeled on a combination of Diocesan resources as well as a successful policy adopted by a church in Maryland. He emphasized the need to stress that Advent must fund an operating budget through pledges. **NOTE:** *Please submit any further questions to church office for answers and circulation among vestry in order to facilitate a vote at the next meeting.*

Cape May combined youth event - Fr. Alan announced that Advent, the Methodist church, and other churches in Cape May will work together with their youth groups (ages 13-18) to sponsor combined monthly events, to begin Sunday, September 12th from 4-6 pm.

Motion to adjourn by S. Griffith, seconded by Dr. L. Price at 12:50 pm

Respectfully submitted,
Barbara D. Smith
Vestry Clerk

11:24 AM

09/14/21

Accrual Basis

Episcopal Church of the Advent
Profit & Loss Budget Performance
August 2021

	Aug 21	Budget	Jan - Aug 21	YTD Budget	Annual Budget
Income					
ECM Contributions	0.00	0.00	0.00	0.00	2,500.00
ECW Contributions	0.00	0.00	3,500.00	2,500.00	2,500.00
Forgiven PPP Loan	0.00		0.00		
Interest	334.54	750.00	8,363.57	5,974.00	10,000.00
Memorials	0.00	0.00	26,300.00	25,000.00	25,000.00
Plate Offering	238.00	245.00	1,275.25	1,665.00	2,500.00
Pledges	18,028.83	18,220.00	132,238.65	138,100.00	200,000.00
Prior Years Pledges	0.00	0.00	4,515.00	500.00	500.00
Special Offerings	0.00	270.00	997.00	2,290.00	3,500.00
Special Services	200.00	0.00	2,200.00	500.00	500.00
Use of Facilities	255.00	250.00	1,430.00	1,500.00	2,500.00
Total Income	19,056.37	19,735.00	180,819.47	178,029.00	249,500.00
Gross Profit	19,056.37	19,735.00	180,819.47	178,029.00	249,500.00
Expense					
Adult Education	0.00	21.00	0.00	167.00	250.00
Bishop's Visitation	0.00	0.00	0.00	0.00	250.00
Capital Loan Interest Payment	0.00	52.00	60.31	416.00	624.00
Capital Purchases	0.00	0.00	1,100.00	0.00	0.00
Christian Ed-children	0.00	21.00	176.54	167.00	250.00
Coffee Hour	0.00	0.00	0.00	0.00	400.00
Conference/Convention	0.00	0.00	0.00	0.00	500.00
Continuing Ed-clergy	90.00	90.00	718.00	718.00	1,075.00
Copier Lease	97.24	98.00	777.92	778.00	1,167.00
Diocesan Pledge	2,339.00	2,339.00	18,712.00	18,712.00	28,057.00
Diocesan Special Giving	0.00	33.00	0.00	266.00	400.00
Group Insurance-clergy	2,288.90	2,267.00	18,311.20	18,133.00	27,200.00
Housing Allowance-Rector	2,500.00	2,500.00	20,000.00	20,000.00	30,000.00
Insurance	2,279.00	2,279.00	6,837.00	6,837.00	9,200.00
Maintenance Contract	0.00	0.00	542.76	550.00	550.00
Mileage-clergy	0.00	13.00	0.00	100.00	150.00
Mileage - Staff	0.00	0.00	0.00	125.00	250.00
Office	213.50	292.00	2,030.15	2,333.00	3,500.00
Parish Function	0.00	0.00	0.00	0.00	400.00
Pension-Rector	1,245.14	1,260.00	9,961.12	10,082.00	15,124.00
Postage	0.00	83.00	196.88	666.00	1,000.00
Professional Exp-clergy	375.00	375.00	3,000.00	3,000.00	4,500.00
Publicity	0.00	0.00	0.00	325.00	400.00
Repair & Maintenance	1,048.00	417.00	3,756.32	3,333.00	5,000.00
Replacement Reserves	0.00	13.00	50.00	100.00	150.00
Social Security-clergy	0.00	0.00	2,986.00	2,986.00	5,971.00
Stipend-Organist/choir-director	1,269.00	1,269.00	10,152.00	10,152.00	15,228.00
Stipend-Rector	4,004.00	4,004.00	32,033.00	32,033.00	48,050.00
Stipend-Secretary	1,238.00	1,238.00	9,904.00	9,904.00	14,856.00
Stipend-Sexton	842.00	842.00	6,736.00	6,736.00	10,104.00
Stipend-Supply Clergy	250.00	250.00	250.00	250.00	1,250.00
Stipend-Supply Organist	250.00	250.00	500.00	500.00	500.00
Supplies	34.82	42.00	289.78	333.00	500.00
Utility-electric	1,016.70	1,128.00	4,808.61	4,666.00	8,000.00
Utility-gas	342.05	267.00	5,656.16	6,228.00	8,000.00
Utility-telephone	420.42	400.00	3,369.86	3,200.00	4,800.00

11:24 AM
09/14/21
Accrual Basis

Episcopal Church of the Advent
Profit & Loss Budget Performance
August 2021

	<u>Aug 21</u>	<u>Budget</u>	<u>Jan - Aug 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Utility-trash removal	0.00	0.00	400.00	400.00	400.00
Utility-water/sewer	0.00	0.00	532.15	600.00	800.00
Total Expense	<u>22,142.77</u>	<u>21,843.00</u>	<u>163,847.76</u>	<u>164,796.00</u>	<u>248,856.00</u>
Net Income	<u>-3,086.40</u>	<u>-2,108.00</u>	<u>16,971.71</u>	<u>13,233.00</u>	<u>644.00</u>