



December 8, 2019

EPISCOPAL CHURCH of the ATONEMENT - VESTRY MEETING MINUTES	
Time:	Sunday, December 8, 2019, 1:05 – 3:30pm
Location:	Mike Trumbold’s Residence
Present:	Mtr. Erika Takacs (Rector); Margaret Sullivan (Sr. Warden); Greg Bradley (Jr. Warden); Victor Browne; Will Cronenwett; Marian Deberry; Aron Dunlap; Kent Haag; Bill Hancox; Helen Lambin; Daniel Polley; Beth Sharpe; Michael Trumbold (Treasurer); Jim Hawkes (Clerk)
Absent:	
Guests:	
Next Meeting:	Sunday, January 12, 2019, 1:00 pm Elizabethan Room

1:05 - Mother Erika gave a prayer of thanks, followed by a grand dinner (prepared by Manny and Al) at Mike Trumbold’s house, with a round of applause for all their work over the years.

1. Following dinner, Margaret Sullivan (Sr. Warden) called meeting to order at 2:05, followed by prayer by Mtr. Erika.
2. Review of November Vestry Meeting Minutes: Margaret called for any questions on the Minutes. **Motion** made by Helen to approve Minutes of November 10, 2019. **Seconded** by Aron. **Motion passed.**
3. Reports: Margaret asked if any questions / discussion on reports submitted – Rector’s Report – Mother Erika (discussed below); Outreach Guild Report - Wayne Mitchell; Adult Formation – Daniel Polley - all on file. Also mentioned was a “Thank You” from Carolyn Fisher to the Vestry for helping find the new room space for the kids.
4. Rector’s Report: Mother Erika high-lighted some of the important points of her report – The January 26th Annual Meeting will immediately follow a single 10:00 mass that day; reminders will be sent out to parishioners along the way; further discussions yet with the Executive Committee on the overall approach for this meeting. Bishop search is moving along well with Luis Garcia as chair, and two of our own (Will White and Alberto Varona) to be on the Bishop Transition Committee. Safe Church policies are still under discussion (using Diocese vs. establishing our own) – working with Aaron Leonard after first of next year. Looking for two crucial leadership positions – Buildings & Property and Parish Life Guilds. Mtr. Erika to serve on Formation Team for Diocesan Commission on Ministry. Stewardship / Thanksgiving campaign worked well with lots of contributors using the post-its set up in Montgomery Hall – follow-up meeting in January. Margaret added Lessons & Carols last Sunday went well – brought in a good group. Beth and Will also commented on the success of the Ministry Fair which went well and was a good idea to continue.
5. Treasurer’s Report: Mike Trumbold
 - a. November Financial Report: Mike reviewed November’s financial report: Overall bottom line was positive this month, even though weekly offering was low; this is in part due to the Endowment Fund continuing to show a good positive response. Parking has shown to be an added plus, as well. Brief discussion on parking – currently have 15 paying spots at \$95/car and it is understood they have to be out 7-3 on Sundays, along with other specified occasions – also mentioned a reminder, if paying renters don’t display their required stickers, their cars may be towed. **Motion** made by Helen to receive the November 2019 Treasurer’s Report (on file). **Seconded**, by Aron. **Motion passed.**
 - b. Stewardship Update: Vanco and plate pledges still coming in. At this point in time, there are 143 pledging units with a potential of at least 27 more. Numbers are currently behind what we need, but Atonement is notorious for late pledgers to come through end of December or early January (but ahead of where we were at last year). That being said, we may still lag behind what is needed.



- c. 2020 Budget: Mike presented a rough draft of a 2020 budget for discussion at the meeting. It was based on a “Cadillac” budget, with the understanding that if approved, nothing can be added and may still not get everything asked for. Currently, Atonement has a deficit budget, and the only way to balance, is to increase income or decrease expenses. Since most expenses are fixed (i.e., utilities), other than salaries, music, outreach, or diocesan appointment, the most straight forward way to balance the budget is to increase income through additional pledges or increase current pledges. Also mentioned by Victor was that the building budget is lagging – a lot of deferred maintenance has been an ongoing issue, potentially creating more issues down the road – Mtr. Erika to talk to John Waters on topic. Also discussed was a donation to the music program and how to handle – Mtr. Erika mentioned handling it similar to the Endowment Fund, where it can be saved for special use rather than simply using it to pay bills. If cuts need to be made, it will probably be across several areas. Also under discussion with the Endowment Guild is determining the best way to distribute for 2020. A better handle on the status of the 2020 budget will occur between now and the end of year when more numbers come in. This should be finalized by the next Vestry meeting in January 2020.

6. Action / Decision / Discussion Items:

- a. Housing Allowance: Mike and Mtr. Erika addressed: As discussed a year ago, since clergy are “self-employed” and the employer does not withhold social security, according to SECA, clergy are responsible for paying their own taxes. However, the church does pay a certain portion of their self-employment tax directly to the clergy (line item on annual budget) which they in turn pay to IRS in quarterly installments. As was suggested last year at this time, a portion of the rector’s income (housing allowance of \$4000) be set up as a deduction such that it would not be subject to federal taxes. This again requires a motion. Greg made a **Motion** to set aside a portion of the rector’s income in the amount of a \$4000 allowance for 2020. **Motion seconded**, by Helen. **Motion passed**.
- b. Annual Meeting: As previously discussed, there will be only one mass at 10:00 am on January 26, 2020, with the Annual Meeting immediately following. Further details coming.
- c. Margaret asked the Vestry for ideas for new activities for the next year 2020 Vestry Members.

7. Old Business:

- a. 2020 Vestry Members: Mtr. Erika addressed - Previous list from last month has been narrowed down, and will be firmed up by next Vestry meeting.
- b. Church Bylaws: Margaret addressed - “Volunteer” list for setting up church bylaws finalized: Will Cronenwett; Mtr. Erika Takacs; Ron Fox; and Margaret Sullivan. This process will need to be fast-tracked in order to help manage our accounts, as mentioned in our last Vestry meeting.

8. Closing Prayer: Mother Erika led the closing prayer; meeting adjourned 3:30.

Respectfully submitted,

Jim Hawkes
Clerk of the Vestry