

GOOD SHEPHERD EPISCOPAL CHURCH

Minutes of the Vestry Meeting

Tuesday, October 17, 2023

ATTENDANCE:

In-Person: Father Joe Hudson, Christine Puthoff, Don McKelvy, Elaine Hedrick, Ruth Bruno, Barbara Rao, Libby Chinman, Ed Silva, Stephanie Kitt, Carole LaBate, Bob Sawyer, Lynne Altimier, Judy Jarvis

Via Zoom: None **Absent:** None **Guests:** None

The meeting was called to order by Christine Puthoff at 6:30pm.

Father Joe opened the meeting with a prayer.

ACTION ITEMS/MOTIONS:

- a. Ed Silva moved to approve the Clerk's Minutes as prepared by Teresa Baechtold from the September 19, 2023 Vestry Meeting. Seconded by Ruth Bruno. Motion passed unanimously.
- b. Stephanie Kitt moved to accept the Treasurer's Report as presented by Lynne Altimier for September 2023. Seconded by Elaine Hedrick. Motion passed unanimously.
- c. Don McKelvy made a motion that the Vestry authorize an expenditure not to exceed \$6,500 to purchase a six-panel window for the choir room from Kimal Lumber to be installed by A & L Construction. Carole LaBate moved to approve; Stephanie Kitt seconded. Motion passed unanimously.

Pause for Prayers and Thanksgiving – Bob Sawyer

DISCUSSION ITEMS:

- a. **Restoration and Revisioning:** Father Joe, Christine Puthoff, Bob Sawyer - Father Joe reported that there were some problems with the floor in the nave. There is on-going discussion to attempt to resolve the problem. In the meantime, plans to move into the nave will proceed with back-up plans in place. Updates were also given on the roof and on moving out of the parish hall. Bob Sawyer presented a finance report on the parish restoration (See attached).
- b. **Personnel Update:** Father Joe - Persons for the Sexton and the Assistant Priest positions have been selected and will fill those positions as soon as necessary paperwork is

completed. The job description for the position of Parish Administrator is being prepared although hiring will be on hold until after the restoration is complete. Nancy Fees will continue in the interim in that position and will then move to that of part-time Communications Director.

- c. **Annual Fund Campaign:** Bob Sawyer – “Growing in Faith and Community” events are in progress. The entire vestry is requested to get their pledges in by the next vestry meeting so as to demonstrate the vestry’s commitment to the budget.
- d. **Annual Budget:** Bob Sawyer - Bob discussed the current projected financial position, finding the income outlook positive since we do have a growing parish although there are also projected increases in expenditures. Finances to be revisited after pledges are in at the end of the year.
- e. **Nominating Committee and Vestry Restructuring:** Father Joe - Christine Puthoff as well as three other vestry members will leave their vestry positions this year. Libby Chinman and Bob Sawyer have agreed to be nominees for the upcoming vestry openings, leaving two possible nominees to be identified.

Around the Table: Shout Outs, Questions, Comments, Reminders

Closing: Prayed the Lord’s Prayer as a group

Meeting adjourned at 8:05 pm

Respectfully submitted,

Judy Jarvis, Clerk of the Vestry

ATTACHMENT

PARISH RENOVATIONS REPORT

Bob Sawyer

GOOD SHEPHERD EPISCOPAL CHURCH - Venice, FL -- Parish Restoration Report (9/30/2023)					10/2/2023		
REVENUES							
Insurance Proceeds			Date	Amount	Donations		
					Date	Amount	
Church Insurance Co.		10/17/2022	\$	250,000.00	Diocese	various	\$ 41,842.46
Church Insurance Co.		11/7/2022	\$	392,061.84	silver sold	May, 2023	\$ 2,669.30
Church Insurance Co.		3/27/2023	\$	16,905.95	Donations	thru 9/30/23	\$ 168,703.93
Church Insurance Co.		7/3/2023	\$	3,528.58			\$ -
Church Insurance Co.		8/28/2023	\$	3,528.58			\$ -
Church Insurance Co.		9/4/2023	\$	339,454.85			\$ -
Church Insurance Co.		estimate	\$	100,000.00			\$ -
FEMA Claim		?	\$	-			\$ -
ESTIMATED TOTAL (Insurance + FEMA):				\$ 1,105,479.80	TOTAL DONATIONS RECEIVED:		\$ 213,215.69
Less Amount Paid Out for Restoration:				\$ (542,609.55)	Less Amount Paid Out for Revisioning:		\$ (52,304.25)
BALANCE AVAILABLE:				\$ 562,870.25	BALANCE AVAILABLE:		\$ 160,911.44
EXPENSES							
RESTORATION & MITIGATION			Amount	REVISIONING			Amount
Amount Contracted:			\$ 986,972.55	Amount Contracted:			\$ 206,234.79
Less Amount Paid to Date:			\$ 542,604.55	Less Amount Paid to Date:			\$ 52,304.25
BALANCE DUE ON CONTRACTS:			\$ 444,368.00	BALANCE DUE ON CONTRACTS:			\$ 153,930.54
Additional Restoration/Mitigation				Additional Revisioning			
Bcps & hymnals	estimate	\$	9,276.00	Dishwasher	website	\$	3,500.00
HVAC roof work	estimate	\$	6,000.00	Pro Audio	rev. quote	\$	23,078.00
Nave roof	prior bid	\$	93,900.00	labor to install windows	quote	\$	5,766.00
office furniture	estimate	\$	25,000.00	stained glass windows	quotation	\$	18,750.00
sealant on foundation	estimate	\$	16,500.00	Luminous (office tech)	estimate	\$	5,075.00
Jobsite security	estimate	\$	1,500.00	masonry	estimate	\$	7,500.00
Computer wiring	estimate	\$	2,500.00	inside signage	estimate	\$	1,000.00
EST. BALANCE DUE FOR RESTORATION:			\$ 599,044.00	EST. BALANCE DUE FOR REVISIONING:			\$ 218,599.54
ADD 10% CONTINGENCY			\$ 59,904.40	ADD 10% CONTINGENCY			\$ 21,859.95
PROJECTED FUNDING NEEDED			\$ 658,948.40	PROJECTED FUNDING NEEDED			\$ 240,459.49
CURRENT EST. NET SHORTFALL			\$ (96,078.15)	CURRENT EST. NET SHORTFALL			\$ (79,548.05)