

The Church of the Good Shepherd, Dunedin, Florida
Minutes of the August Meeting
August 21, 2023 5:30PM
Patio Room

Our Mission and Vision

We will

- Aspire to live in a world where all creation thrives in God's love,
- Seek to become who God created us to be by worshipping joyfully, respecting all, sharing generously and nurturing every spirit.

Rector: The Rev. Whitney Burton

Senior. Warden: Mary Ratliff

Junior Warden: Robyn Harker

Deacon: Cindy Roehl

Treasurer: Robin Megel

Clerk: C. Pat Cates

Class of 2024

Robin Megel

Caroline Maisel

Rhiannon Sharpe

Class of 2025

Phil Beauchamp

Robyn Harker

Mary Ratliff

Class of 2026

Marc Jacobson

London Bates

Judy Warner

Present: Rev. Whitney Burton, Caroline Maisel, Robin Megel, Phil Beauchamp, Mary Ratliff, Robyn Harker, Marc Jacobson, Rhiannon Sharpe, London Bates, Judy Warner (via cell phone), Pat Cates

Absent: None

Guests: None

I. Call to Order

- The meeting was called to order at 5:30PM by Rev. Whitney.

II. Opening Devotions

- The Opening Devotion was given by London Bates

III. Information

A. Financial Report

- Handouts #1A and #1B
- Robin Megel reported that church income is on budget.
- Contributions are down approximately 2%.
- The difference is being made up through other income.
- Expenses are under budget.

- It was noted that Building and Grounds expenses are 23% above last year due to rising utilities, costs and insurance.
- This will need to be factored into next year's budget.
- There is the potential for the loss of some income from Chef John and the sale of the Furniture Thrift Store.
- It was noted that most of the groups who use the facilities pay a fee.
- Rev. Whitney reported that the current system in charging groups who use our facilities will be revamped.
- The income from the Parking Lot Team may be down due to a restricted use of Peace Park by the City and events which are affected by rain.
- Currently there is \$36K in the checking account, and it is anticipated that this figure will be \$32K by the end of the month.
- Robin suggested that the second draw from the Endowment Fund be made in September.
- Phil Beauchamp moved to take the second draw from the Endowment Fund, \$34,194, in September.
- The second was offered by Caroline Maisel.
- Approved.
- Robyn Harker made a motion to pay the Parish Administrator, Porcia Gawel, a bonus of \$2,500 for her outstanding work during the Rector's Maternity Leave. The bonus will be paid from Account #5298 Supply Clergy Honorarium.
- Rhiannon Sharpe provided the second.
- Robin Megel noted that the bonus was proposed by the Finance Committee. Account #5298 currently has a \$6,500 credit. The parish did not need to use all of the funds received for Whitney's short-term disability for Supply Clergy due to a generous donation of time from Rev. Kathy Walters.
- Approved.
- Robin reported that the Money Market and Provisé accounts are both earning more interest due to rising rates.
- The interest has previously been going into Account #8139 FTS Capital Tithe.
- The Finance Committee proposed that the interest from the MM and Provisé accounts be placed in the Operating Reserve Account in order that a two-month reserve of \$77K be reached. Currently there is \$63K in this account.
- Robin Megel made a motion to move the interest received after August 1, 2023 from the Regions Money Market and Provisé accounts to Account #8601, Operating Reserves, until the balance in this account reaches \$77K (two months of operating expenses).
- Mary Ratliff provided the second.
- Approved.

B. Vestry Liaison Reports

- The next Vestry Liaison Report will be scheduled for a future meeting.

C. Annual Review Recap

- Handout #2
- The report was received as information.

D. Stewardship

- Handout #3
- Alan Mackay has been added to the committee.
- The theme for the campaign will be “Rooted in God’s Abundance”.
- The logo for the campaign was passed to the members, Handout #4
- The logo features an orange tree which will be the decorating theme for the Ministry Fair.
- Each table will be asked incorporate the theme into their display and participants will vote for their favorite as they are walking around.
- The table that wins the “orange contest” will get to designate where to make a \$250 donation from the mission account.
- The four-week campaign kicks off on October 22, 2023.
- There will be one service at 9:00AM which will be followed by the Mission Fair.
- A theme song has yet to be chosen.
- A video will be compiled to show how the congregation has been “Rooted in God’s Abundance”.
- This video will be shown on October 29th during the Octoberfest lunch provided by the Vestry.
- A guest minister will preach the sermon on November 5th which is the same day that Margaret Ann Burton Smith will be baptized.
- Two parishioners, Alan Mackay and Sally Miller, will address the congregation on two different Sundays of the campaign.
- Pledge cards will be received on November 12th.
- Assistance will be needed for preparing and sending out letters relative to the campaign.

E. Rector’s Report

- Handout #5
- Rev. Whitney brought attention to the Pastoral Care section which will be expanded in future reports.
- She also reviewed Christmas and New Year’s services which will be affected by Christmas Eve and New Year’s Eve falling on December 24th and December 31st respectively.
- The Blessing of the Animals will be on October 8th.

IV. Decision

A. Consent items—June Meeting minutes—approve

- A motion to approve the minutes was made by Robyn Harker
- The second was provided by London Bates
- Approved.

B. Annual Audit

- Handout #6
- Rev. Whitney noted that the Audit is due to the Diocese by September 10, 2023.
- She asked the Vestry to review the report and be ready to vote by email in the near future.
- Phil Beauchamp noted that the Investment (including Endowments) section on page 9 of the report should be answered “No” instead of “Yes” as shown on the current handout as the Endowment Fund is its own entity.
- It was consensus to make this change.
- London Bates suggested that the Vestry should consider establishing a task force including the Endowment Board, Vestry members and non-Vestry members to evaluate ways to grow the Endowment Fund.
- It was noted that the Vestry has received recommendations in the past for future growth of this fund, and there was a brief discussion to consider ways to grow the Endowment Fund.
- It was consensus to move forward with a task force.
- Rev. Whitney will speak with Endowment Board chairperson, Carolyn Hughes, concerning the Vestry’s recommendation.

V. Discussion

A. Vestry Liaisons

- Phil Beauchamp will be the Vestry Liaison for the Engage Teams for Outreach: Feeding and Clothing
- London Bates will continue with the Engage Teams for Outreach: Loving our Neighbor.
- Caroline Maisel be the liaison the Enterprise Teams for Ministry Support.
- Rev. Whitney will send out a copy of the current Mission and Ministry Directory and members were asked to submit any changes to her.

B. Furniture Thrift Store Task Force Report

- Handout #7

- There was a lengthy discussion on two aspects of the FTS Task Force: an appraisal of the property and the number of realtors being considered for the sale.
- There were comments both for and against getting an appraisal.
- It was noted that an appraisal will be beneficial to the parish and give an independent idea of the value of the property.
- It was also noted that the cost of an appraisal would be approximately \$1500 and would be an unnecessary expense.
- The Task Force reported conversations with two realtors.
- Based upon the history of the parish getting bids for major projects from three contractors, it was felt by some of the members that three realtors should be consulted.
- Rev. Whitney asked the members to give thought to a third realtor for discussion at a later meeting.
- The report of the FTS Task Force is the culmination of their work.
- Phil Beauchamp made a motion to accept the report of the FTS Task Force and thank them for their work.
- The motion was seconded by Caroline Maisel.
- Approved.
- Rev. Whitney stated that the next step for the Vestry is to determine the use of the monies from the sale of the Furniture Thrift Store.
- Monies from the operation of the Thrift Store have been used by the parish in their operating budget and in community outreach.
- There was a lengthy discussion on the sales proceeds so as not to deter from monies received for the operating budget and for outreach ministries.
- There were comments for and against placing these monies in the Endowment Fund.
- It was suggested that a separate investment account be established.
- After further discussion it was consensus to establish an investment account which will be controlled by the Vestry.
- The intent of this account will be to cover the loss of operating income from the FTS; to fund existing community outreach and to be available for future outreach opportunities.
- It is the desire of the Vestry to continue the work of the Furniture Thrift Store after the sale of the property.
- Rev. Whitney noted that she will use this discussion to write a proposal for the sales proceeds and send it to the Vestry for their input.
- The final proposal will become part of the package which will be sent to the Diocese for their consideration for the sale of the Furniture Thrift Store.

C. Renovation Update/Appliances

- Robin Megel reported that the work on the Albert Street house is on schedule and the cabinets will be going in this week.
- The house has passed the termite inspection.
- She also reported that there were \$6800 in additional repairs needed in the bathrooms.
- The original plan was to put the original appliances back in the house.
- It was noted that these appliances are twelve years old and need to be replaced.
- Rev. Whitney has looked at appliances at Famous Tate and Lowe's has also been considered for the purchase.
- Robin noted that the project is currently \$3K over budget without the purchase of new appliances.
- A motion was made by Robin Megel to pay up to \$5K of overages for the Rectory Improvement project from Account #8399 Vestry Designated.
- The second was offered by Caroline Maisel.
- Approved.
- Phil Beauchamp made a motion to purchase new kitchen appliances not to exceed \$4K which includes the stove, refrigerator, dishwasher and microwave for the Albert Street house. This purchase will be paid using the credit in Account #5296 Supply Clergy Honorarium.
- The second was provided by London Bates.
- Approved.

D. Property/Building & Grounds

- Rev. Whitney reminded the Vestry that the splitting of the properties (hereafter referred to as the "split") as it relates to the work on the Albert Street House and Edgewater Drive properties will be on each month's agenda for discussion.
- Rev. Whitney and Robyn Harker spoke with London Bates who recommends that the Vestry talk with a real estate attorney before the split to make sure that all legal matters are handled correctly.
- She noted that the surveys will need to be updated with a pre-survey completed before the split and a second survey conducted afterwards.
- It is important to look at the surveys and associated records to make sure that nothing could cause long range issues if the parish wishes to make changes in the future or wants to undo the split.
- The ultimate goal is to maximize the church property while minimizing the tax burden of the Edgewater Drive property.

VI. Planning

A. Vestry Coffee Hour on 5th Sunday in October

- Robyn Harker noted that the event will be an Octoberfest.

VII. Announcements

- There were no announcements.

VIII. Closing Devotions

- The Closing Devotion was given by London Bates

IX. Adjournment

- The meeting was adjourned by Rev. Whitney at 7:28PM.

Respectfully submitted,

C. Pat Cates
Clerk