

April 15, 2008
Meeting of the Vestry of Saint Gregory of Nyssa Episcopal Church
7:30 PM in the Chapel
Next meeting: May 27, 2008

Attachments:

YTD Financial Summary
Comparison with YTD March 2007

Vestry members present:

Paul Fromberg, Anna Marie Hoos, Felipe Paris, Rick Storrs, Alissa Worthing

Members present:

Hillie Cousart, for the Profile Team
Cheryl Hendrickson
Leesy Taggart
Erin Worthing

I. APPROVAL OF MARCH, 2008 MINUTES

March, 2008 minutes approved.

II. FINANCE REPORT

Leesy presented the Q1 2008 Financial Summary (see attached).

The biggest concern is the rapid draining of the Building Fund, due in large part to building repair and maintenance costs. Also, per prior vestry decision, a \$1,200 payment of principal on our loan drains from the Building Fund each month. Interest on the loan is paid from the Operating Fund. Leesy asked that everyone start to envision alternatives for fundraising for the Building Fund. What are reasonable options over the next six months?

Paul stated that most fundraising events start to take place in the Fall, thus giving us the next few months to plan and prepare. There was a question about making Sanford's concert in June a Building Fundraiser, but Paul stated that it was to serve as a kickoff for later fundraising, noting that it can be hard to get checks in the summertime. Rick Storrs asked where funds in the Building Fund come from. Leesy replied that they come from specific gifts and bequests and that some Members pledge a specific amount to the Building Fund. Leesy noted that one option is to pay for some of the building repairs out of the Vestry Designated for Capital Projects Fund, but that most of that needed to be held, as it is our primary "emergency reserve."

I asked whether fundraising for the Building Fund should be incorporated into the monthly stewardship / pledge renewals. All agreed that it should not, as members' pledges are a different spiritual practice than giving to specific and discrete projects.

Leesy also presented the first draft of what has come to be known as "The Behemoth," an analysis of how we're doing each month as compared with the same time period last year. This is a huge and amazing labor of love and we are all immensely grateful to Leesy for it.

Notes on The Behemoth (a copy of which is attached):

1. Because Easter was in March this year and April last year, the April year to date statement will be much more useful in comparing where we are now to last year. But on an absolute basis, we're far enough into the year to have a sense of how we're doing. We're doing ok -- on track.
2. Paul & Addie are doing an awesome job in controlling costs -- total spending is about even with last year. There are some variations, which you'll find most clearly on the second tab. The main reduction in occupancy costs are janitorial and phones. Our insurance costs are front-loaded in the year and are still within budget. However, our workers comp bill doubled over last year, and I need to have our carrier explain why. Perhaps we'll get a rebate later in the year. Again, we'll have a more concrete sense of spending after all the Easter bills are paid in April, but it's clear that we're keeping a firm hold on the purse strings.
3. We're a little concerned that Easter giving was lower than projected -- not disastrously, but noticeably. Net-net, the impact of Holy Week on the operating budget will likely not be outside expectations, as we spent much less (thank you Jessica & team!!). But Easter giving is often an early indicator of giving in the rest of the year. We'll keep an eye on it. Regular giving in as expected to date.
4. The Building Fund is a major concern that the Vestry will need to deal with. Lower interest rates -- a good thing! -- means that a higher proportion of our \$2500 monthly loan payment is allocated to reducing the balance of the loan -- also a good thing! But that part of the payment comes from the Building Fund, and is draining it faster than when the rates were higher. Barb and Leesy agree that this is the most urgent financial matter in front of the Vestry right now.
5. Our overall fundraising goals for the year are still in the budgeted range of \$20-30K for ops and \$20-30K for building to maintain the sound financial footing of the church, for a total fundraising goal of \$40-60K.

III. CLERGY REPORT

Paul reported on the great success of the Resurrection Fish Fry at St. John the Evangelist church on Sunday, April 6th. Over 100 people attended from South of Market Episcopal parishes, including St. John the Evangelist, St. Aidan's, Holy Innocents, and Saint Gregory's. The next gathering of the South of Market churches will be a Square Dance to be held at Saint Gregory's on June 22, 2008. Meetings with Michael Barlowe about "clustered ministry" South of Market are scheduled.

Sara is going through the Time and Talent Pledge Cards and has been acknowledging pledgers of Time and Talent at Sunday services. Nancy Milholland, for example, is envisioning leading a program of Spiritual Gifts Discernment.

Paul reported that he was successful in raising funds to compensate Deb Tullman for her work on Holy Week videos to be posted to our website and to You Tube. One video will show images of what we do, with another one available with a "directors commentary" giving background and explanation.

Paul also reported on two recent trips he had made, one to Atlanta with Sara Miles to talk about the Food Pantry and another to Seattle for a Board Meeting of the Associated Parishes for Worship and Ministry.

There was a recent meeting between members of All Saints Company and clergy of Saint Gregory's to illuminate some of the aspects of the ongoing relationship between our founders and All Saints Company and the parish.

We had a discussion about the changes to the 8:30 a.m. liturgy. Paul will circulate a "survey monkey" online survey and is available to talk one-on-one with members of the 8:30 a.m. community. A meeting will be held on May 4, 2008 about the 8:30 a.m. liturgy.

There was a brief discussion about events and the continuing challenges of cleaning up and locking up after events, particularly in light of the fact that there is no Events Coordinator staff position anymore. Paul believes that this part of church life will be reorganized by the permanent rector.

IV. COMMISSIONER REPORTS

Membership

Felipe reported that he is still following up with people who sign the Guest Book. Zach Findley continues to shine as welcomer and manager of the welcoming rota. Felipe communicated that Holy Week is prime time for new member recruitment and that it should be one of the areas of focus for the new Membership Commissioner. Leesy reported that she continues to contact Members who have not been pledging and has been far more aggressive about inviting people to become official Friends (a distinction made mainly for purposes of maintaining the accuracy of records in the church database). Friends are defined as people who participate in the life of the church but who do not become official members. Friends are always invited to participate in the SGN Friends listserv.

Learning and Service

Rick reported that he has been working hard on preparing for Chapter and how the Profile Team will participate. Paul reported that he and Sara would be cooking the Saturday Chapter lunch. There was a question about budget discussions at the annual meeting. Leesy said she could make herself available but thought that her quarterly Q&A's with the Treasurer after services might have already filled that need.

We had a brief discussion about open positions on Vestry (Finance Commissioner, Membership Commissioner and Secretary) and candidates therefor.

V. DEANERY REPORT

Cheryl Hendrickson reported with great excitement on some of the things happening in the Diocese. The Deanery is hard at work on revising the Canons. The biggest change contemplated in the new Canons is the formation of an Executive Council of six that would control missions, which were previously controlled by the Bishop, to afford better transparency to decision

making, particularly as pertains to decisions concerning real property. New delegates to the Deanery will be involved in the redrafting and voting on the Canons.

This brought up a question from Leesy about whether the title for the Saint Gregory's building had been transferred to Saint Gregory's, as it is still being held by the Bishop from the days when Saint Gregory's was a mission and not an official parish. Jessica Anderson is working on that title transfer.

Cheryl talked some about Bishop Marc's "Beloved Community" programs and promised to draft a piece on the Beloved Community for the Nyssa News.

Cheryl also handed out a flyer (attached) concerning San Francisco's Open Cathedral, an interfaith Eucharist held at the pocket park at McAllister and Leavenworth, just around from United Nations Plaza. Cheryl had not yet visited and neither had anyone on vestry. Cheryl communicated the Diocesan request for support. Rick noted that we had established a protocol for addressing requests for support such as this and offered to provide that information to Cheryl.

There was some discussion about Deanery delegates and candidates for open positions. Great thanks to Cheryl for her enthusiastic report.

VI. TRANSITION DISCUSSION

At the beginning of the Transition Discussion, Paul excused himself from the meeting.

Chapter this year will start with a brief introduction of the difference in the job of the interim rector and that of a permanent rector.

Hillie then provided an update on the progress of the Profile Team. Profile Team members have assigned most of the portions of the Profile among team members. She noted that the Profile Team is pulling information from every possible source, including last year's visioning event and the Parish Survey from two years ago.

Hillie noted that it would be very helpful for Profile Team members to partner up with vestry members to share ideas and resources.

We discussed the timeline for the Profile. The Profile is unlikely to have been completed for the May 20th vestry meeting; however, progress will have been made and will be presented at Chapter on May 3rd. Hillie and AnnaMarie reported that Julia McCray-Goldsmith was urging the Profile Team to conduct another survey to support the drafting of the Profile. We discussed the merits of another survey, though Rick Storrs advised that based on his experience creating, circulating, encouraging participation in, and then analyzing the results of the recent survey, that the Profile Team did not have time for such an endeavor.

It was acknowledged that there is some significant spread on the Profile Team across the continuum of providing a 'good enough' document, vs. a document that will be the 'blue print' for our congregational mission for the next five year. Hillie leaned toward the former, AnnaMarie toward the latter.

Hillie opined that it would be best for the vestry to form the Discernment Team as soon as possible, based on her experience that it took about a month for the Profile Team to come together and get a reasonable understanding of their task. She expressed that it would be helpful for there to be some overlap between the Profile Team and the Discernment Team, so that the Discernment Team might guide the Profile Team toward greater depth in the Profile areas that are most helpful to them in making their recommendation. We discussed what might be the ideal number of participants on the Discernment Team and whether the vestry or the team itself should establish a designated leader. Hillie noted that having a chaplain helps and that the 10-person size of the Profile Team has been about right.

**** meeting adjourned ****

Next meeting May 27, 2008

SAN FRANCISCO'S OPEN CATHEDRAL IS OPEN

On Easter afternoon the San Francisco Night Ministry inaugurated its Open Cathedral with an open air Eucharist in the heart of the Tenderloin. The service, a truly joyous event befitting the day, was held in the pocket park at McAllister and Leavenworth just around from United Nations Plaza.

The Rev. Lyle Beckman, our ELCA Night Minister, celebrated the Eucharist and was assisted by The Rev. Vicki Gray, an assistant night minister and deacon at St. James' Episcopal Church. Night Ministry board member Tom Robertson (St. Mary the Virgin Episcopal Church) assisted as lay reader, while board members Jeanne Robertson (St. Aidan's Episcopal Church) and John Macdonald (St. Dunstan's Roman Catholic Church, Millbrae) served as truly welcoming ushers.

About twenty-five parishioners of this new inter-denominational congregation, some sitting on the grass, others standing under trees, joined together in song and prayer. After Lyle's moving homily on feet – yes, feet, washed, nailed to a tree, and now calloused from the street – they responded equally movingly to his invitation to share their concerns from life on that street. During the Lord's Prayer and the closing hymn, "Amazing Grace," more than one tear was in evidence.

After the service, coffee hour consisted of juice, soda, fruit, and two trays of hot cross buns from St. James. Not a crumb or drop was left, as we went our separate ways with promises to meet again next Sunday.

And meet we will – every Sunday at 2:00 p.m. – in our little Open Cathedral at McAllister and Leavenworth.

Want to participate in this groundbreaking ministry? We need help from parishes willing to share their coffee hour with those hungry for the Word and, yes, a bite to eat. Won't you commit to help one Sunday a month or quarter by providing sandwiches, lavashes, muffins, fruit, soda, juice...and one or two parishioners to serve as ushers, readers, and, yes, servers. This is an especially wonderful opportunity for parish young people to live into their Baptismal vows and to experience the world beyond their normal ken. They – you – will be blessed by these encounters with Christ the Other.

For more information contact Vicki Gray at vgray@sf-nm.org or (707) 554-0672. You may also call the San Francisco Night Ministry at (415) 441-0123.

Financial Summary
Q1
2008

	Gen'l operating funds	Building Fund	Icon Fund	Designated for Capital Projects by Vestry	Fall Retreat	Y&FM/ Events Fund	Outreach Passthrus	Pastoral Care Fund	Music Fund	Presb Discr. Fund (Fabian)	Presb Discr. Fund (Fromberg)	=Total Cash on account
Balance at 1/1/08	\$ 36,009	\$ 20,114	\$ 8,225	\$ 49,088	\$ 699	\$ (70)	\$ 2,590	\$ 1,505	\$ 2,476	\$ 2,000	\$ 2,559	\$ 125,196
+Money coming in:												
Bequests												\$ -
Cash from the Plate	\$ 3,162											\$ 3,162
Fundraising -- in	\$ 20		\$ 12,100									\$ 12,120
Interfund transfers												\$ -
Misc income	\$ 982											\$ 982
Restricted Funds		\$ 1,250	\$ 570		\$ 174	\$ 165	\$ 1,695	\$ 175	\$ 100		\$ 700	\$ 4,830
Retreats - In												\$ -
Space Rental	\$ 7,646											\$ 7,646
Unrestricted Gifts	\$ 80,562											\$ 80,562
Other Grants	\$ 1,500											\$ 1,500
Total Money coming in=	\$ 93,872	\$ 1,250	\$ 12,670	\$ -	\$ 174	\$ 165	\$ 1,695	\$ 175	\$ 100	\$ -	\$ 700	\$ 110,802
-Money going out:												
Accounting & Finance	\$ (746)											\$ (746)
Assessment	\$ (17,865)											\$ (17,865)
Communications	\$ (382)											\$ (382)
Fundraising -- cost			\$ (282)									\$ (282)
Insurance	\$ (7,108)											\$ (7,108)
Interfund transfers												\$ -
Loan payment	\$ (4,537)	\$ (2,963)										\$ (7,500)
Occupancy	\$ (9,600)											\$ (9,600)
Personnel	\$ (61,570)											\$ (61,570)
Restricted Funds		\$ (10,420)	\$ (10,000)				\$ (2,553)	\$ (1,400)	\$ (73)	\$ (2,000)	\$ (2,365)	\$ (28,810)
Retreats - Out												\$ -
Space Rental Expense	\$ (1,555)											\$ (1,555)
Supplies & Incidentals	\$ (5,254)											\$ (5,254)
Total Money going out=	\$ (108,617)	\$ (13,382)	\$ (10,282)	\$ -	\$ -	\$ -	\$ (2,553)	\$ (1,400)	\$ (73)	\$ (2,000)	\$ (2,365)	\$ (140,672)
Net Increase/(Decrease)	\$ (14,745)	\$ (12,132)	\$ 2,388	\$ -	\$ 174	\$ 165	\$ (858)	\$ (1,225)	\$ 27	\$ (2,000)	\$ (1,665)	\$ (29,870)
=Balance at 3/31/08	\$ 21,264	\$ 7,982	\$ 10,613	\$ 49,088	\$ 874	\$ 95	\$ 1,732	\$ 280	\$ 2,504	\$ 0	\$ 894	\$ 95,325
(held in Investment)		see note 2	\$ 5,000	\$ 45,000								

Report prepared by Leesy Taggart, SGN Treasurer - please email treasurer@saintgregorys.org with any questions.

1. Loan balance on 1/1/08=	\$ 269,432
-Principal payments	\$ 2,963
=Loan balance on 3/31/08	\$ 266,469

2. \$2000 of the fund balance is restricted. LPSI rental deposit.

Comparison with Q1 2007						
		2008		2007		
Balance at prior year end	\$	36,009		\$	30,591	
+Money coming in:						
Cash from the Plate	\$	3,162		\$	2,517	
Fundraising	\$	20		\$	30	
Misc income	\$	982		\$	190	
Space Rental	\$	7,646		\$	5,268	
Unrestricted Gifts	\$	80,562		\$	77,223	
Other grants	\$	1,500				
Total Money coming in=	\$	93,872		\$	85,228	
-Money going out:						
Accounting & Finance	\$	(746)		\$	(564)	
Assessment	\$	(17,865)		\$	(16,910)	
Communications	\$	(382)		\$	(995)	
Insurance	\$	(7,108)		\$	(1,810)	
Interest on Loan	\$	(4,537)		\$	(5,654)	
Occupancy	\$	(9,600)		\$	(13,133)	
Personnel (less ASC grant)	\$	(61,570)		\$	(54,135)	
Space Use expense	\$	(1,555)		\$	(1,169)	
Supplies & Incidentals	\$	(5,254)		\$	(13,717)	
Total Money going out=	\$	(108,617)		\$	(108,088)	
Net Increase/(Decrease)	\$	(14,745)		\$	(22,860)	
=Balance at 3/31	\$	21,264		\$	7,731	
Insurance detail						
workers comp	\$	(3,272)		\$	(1,810)	add'l \$829 workers comp pd 9/07 -- Increase largely from reporting artist
property/liability	\$	(3,836)		\$	-	1st installment of \$2545 pd 4/07
occupancy detail						
garbage	\$	(883.37)		\$	(701.96)	
phone	\$	(1,422.85)		\$	(2,752.50)	
pastoral phone	\$	(147.23)		\$	(104.56)	
janitorial	\$	(820.00)	2 months	\$	(3,465.00)	4 months + Easter cleaning
PG&E	\$	(3,368.20)		\$	(3,111.96)	
copier	\$	(1,029.33)		\$	(1,198.77)	
Sonitrol	\$	(532.00)	2 months	\$	(786.00)	3 months
terminix	\$	(164.00)	2 months	\$	(246.00)	3 months
water	\$	(503.17)		\$	(315.92)	
maintenance	\$	(729.44)				
office move	\$			\$	(450.00)	