

# St. Brendan's Episcopal Church Vestry Meeting

February 20, 2023

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NOTE: This meeting was held [live/via Google teams/etc.]

## Attendees

John Appledorn; Chris Botti; Neil Galone (via Zoom); Kate Heston; Ruth Horton; Dan Moore; Sandy Nagy; Tom Waseleski; Lauren Ramakrishna (via Zoom); Mtr. Robin

## Agenda

### Opening and Prayers

- Senior Warden Tom Waseleski opened the meeting at 6:38 pm
- Tom offered the opening prayer.

### Minutes Approval

- January 28, 2023 minutes were approved.
  - Motion to approve from Kate. John seconds. Unanimous vote to approve.
  - Notice for the record of additional action items addressed electronically since the last meeting:
    - None

### Action/Discussion Items

- Roof Replacement (bids, special appeal, etc.) - Ruth
  - Ruth reported that the Roof Committee has met several times and received three bids for the roof work. After comparing, they asked each of the

contractors to submit another bid for matching work to compare apples to apples. One never resubmitted. The other two were:

- PA Roofing: \$138,000 for the roof work and another \$26,000 for gutters.
- Kenyon \$67,000 for the roof work and \$15,000 for gutters.
- Ruth said the Roof Committee recommends using Kenyon for the roof work, then following up later with recommendations on other contractors for the gutter work and fascia and soffit work. Those jobs should be done by contractors that are specifically skilled in those labors. Kenyon's main focus is roofing.
- VESTRY VOTE: Kate moves to accept the Kenyon bid. Chris seconds. Unanimous vote to approve.
- Water/Mold Damage Update - Ruth
  - Ruth included a report on this topic (attached). The diocese recommended we use Tedco, which has done work at other churches and the University of Pittsburgh.
  - Ruth met with Tedco Duration of work is about 2 weeks.
  - VESTRY VOTE: John moved that the Vestry approve using Tedco to tackle the water/mold damage work. Sandy seconds. Unanimous vote to approve going with Tedco.
- Book Sale Wrap Up - Chris
  - Chris gave the Vestry an update on the final book sale numbers. The goal profit was \$4K (last book sale in 2020 made just slightly over that). This year's sale made \$4,300 (may have a few little expenses to subtract from that, but nothing more than \$100).
- Shrove Tuesday Pancake Dinner Prep - Dan
  - Dan reminded the Vestry about the Shrove Tuesday Pancake Supper event happening on Tuesday, February 21. It runs from 5-7pm.
- Lent: Wednesday Evening Meals, Compline, Eucharist

- The first Wednesday of Lent is Ash Wednesday. Simple potluck meals will begin the following Wednesday and continue through Lent before Holy Week. Meal begins at 6pm, Eucharist at 7pm.
- Vestry members volunteered to be the designated person in charge of setting up and cleaning up on those Wednesdays:
  - March 1: Tom
  - March 8: Kate
  - March 15: Dan
  - March 22: (Find a member of the congregation to volunteer)
  - March 29: Chris
- While discussing these events, Dan asked if there is a master calendar that we can make available for Vestry and other Brendanites to access so we all know which events are happening, in which rooms at the Church, and when.
  - **ACTION ITEM:** Tom will check with Katie to see the state of the master calendar and how we can make it available for others to see.
- Reopening the Building
  - Tom suggested that since we have reopened for in-person services, meetings, school, etc., it's time to discuss reopening the building five days per week. Vestry agreed, although it was recognized that Katie has reported better productivity working from home some days as she has done throughout the pandemic.
  - The Vestry discussed mask up Sunday again, and its importance for certain members of the congregation.
- Job Openings: Nursery Coordinator, Children & Youth Ministry Coordinator
  - The posted deadlines for applications are March 1 for the Nursery Coordinator position and April 15 for Children and Youth Coordinator.
  - We received two applications for the nursery job. Mtr. Robin will assemble people to interview the applicants.
  - The Vestry discussed all of the avenues already used to publish the positions, as well as potential new avenues, such as contacting nearby Episcopal churches to see if their youth program leaders have recommendations

- Dan suggested looking into whether or not we could partner with Christchurch for the youth group-aged kids since we have very few. **ACTION ITEM:** Kate volunteered to speak to Allison Kline about this idea to get her input, as well as reach out to nearby United Methodist churches that have vibrant youth programs to get some ideas from them or even look into partnering.

## Area of Responsibility Reports

- Priest-in-Charge (Mother Robin)
  - Mother Robin shared some information about the Catechism classes that will occur at St. Brendan's in advance of the Bishop's visit.
- Senior Warden (Tom) - see attached
  - Tom shared that he has begun sending items to print papers to advertise St. Brendan's services. (Neil recommended advertising the livestream specifically in the Sewickley Herald ad.)
- Junior Warden (Dan) - see attached
  - Dan: If you see something, say something. If something is in disrepair, bring it up to us so we can do something about it.
  - Green Thumb Gang date is the Saturday before Good Friday, April 1. Vestry agreed that we could arrange an indoor Spring Cleaning Crew for the same day. Some volunteers will clean outside and others will stay inside.
  - Tom noted that there is now a rechargeable leaf blower in the hallway across from the Vestry office under the counter.
- Adult Formation (John) - see attached
  - Modern Episcopalians is taking a break during Lent. John will consult with Mtr. Robin and Darrell about where to go after that.
- Clerk/Finance (Lauren) - see attached
- Communications/Tech (Sandy) - see attached
  - When approached about having a rotating team handling streaming duties, Daniel told Sandy that he wants to retain it. Vestry agreed that we should have a few people trained, at least, in case Daniel isn't available some Sundays for any reason. A couple of Vestry members (Kate, Neil) were trained in the past. We need to reestablish the list of people who were trained and

- Tom: Want to reestablish the list of people who were trained and make sure everything is current.
- The Vestry discussed the website, which has pages that haven't been updated (under History, stops with Regis). We need to go through the website and address any required text updates.
- Fundraising/Membership (Chris) - see attached
  - Fundraising
    - The Vestry discussed grocery cards, which aren't selling as we hope/expect (sales have decreased quite a bit since the return from the pandemic).
      - Tom brought up the possibility that instead of holding the money we need to have on hand to buy the cards throughout the year, we could put that money in a CD that would yield 4% interest. The work that goes into selling the cards may not be worth the meager profit (and the handcuffing of funds required).
      - The Vestry agreed that we should continue to sell the cards we have, but hold off on purchasing more cards until we have a chance to reassess.
    - BFF Fund - give more visibility. Bulletin added. Logo for BFF.
      - Chris said she would like to give the BFF Fund more visibility because many Brendanites don't know it exists or what it is. She will create a logo for it and include information/blurbs in the Bulletin and The Navigator.
      - John suggested making sure to include the person in the prayers when a BFF is given.
  - Membership
    - Developing a group to look at our newcomer strategies
    - Caring Cards Ministry
      - Vestry supports beginning this ministry, as outlined in the report that's attached
- Outreach/Children & Youth (Ruth) - see attached
  - Outreach
    - Food bank donations - Ruth will start putting articles in The Navigator and the bulletin to try to drum up more donations, which have fallen off recently.

- Children & Youth
  - Looking at plans already for bible school.
- Inreach/Hospitality (Kate) - see attached
  - Parish picnic is July 9.
  - Hospitality remains a puzzle. Kate suggested sending out a survey to our most recent list of churchgoers so we can find out which areas people are interested in helping. For those that choose Hospitality, Kate will contact them and/or assign a schedule.
- Worship (Neil) - see attached
  - The Lent and Easter plans are in place.
  - Analyse Tarrant will be training to become a verger.
  - Banner announcing the Easter services needs updating with dates/times of the Holy Week/Easter weekend services.

## Other Business

- Flower Ministry
  - In the past, Sylvia Afflec would collect the flowers after the 10am service and distribute them. She is no longer driving, so now there is a question as to who decides where the flowers go and who will collect them.
- Chest Freezer
  - Ruth and Steve Horton would like to donate a lightly used chest freezer. Kate moved to accept the donation and John seconded the motion. Vote to approve was unanimous.
- Easter Egg Hunt
  - Youth Group will plan an Easter Egg Hunt for Easter Sunday.
- Library Damaged Furniture
  - Vestry briefly discussed what will happen to the damaged furniture in the library (donate or dispose). No decision reached yet.
- Vestry Tracking Sheet (Lauren)
  - **ACTION ITEM:** Lauren will send a copy of the Vestry Tracking Sheet to the entire Vestry so everyone has a chance to review what is listed on it. At the next Vestry meeting, we will all discuss which items should remain on the list, which we can strike, and any that we want to add, as well as how we want to use the Vestry Tracking sheet to help us throughout the year.

## Closing

### Adjournment

- Tom offered the closing prayer.
- The meeting was adjourned at 8:20pm

Respectfully submitted,

Lauren Ramakrishna

**Next Meeting: Monday, March 13, at 6:30pm (Opening Prayer: John)**

## Senior Warden's Report Feb. 20, 2023

In this first month as senior warden, I've had various meetings with the priest-in-charge, parish administrator, parish treasurer and others to become grounded in St. Brendan's current state of operations. I also spent a fair amount of time helping out during the lead-up to and the second day of the year's first fundraiser, the used book/CD/DVD sale.

Regarding the vacancies for **Nursery Coordinator** and **Children & Youth Coordinator**, St. Brendan's faces two different situations. The application deadline for the nursery position is March 1 and there are now two applicants: Megan Thompson and Elizabeth MacDonald. Mother Robin will soon assemble a team to interview both.

As to the children/youth job, the application deadline is April 15 and it has attracted no applicants despite advertisement on St. Brendan's website and the diocese's Grace Happens. A more intentional strategy will be necessary, including phone calls and/or visits made, to seek prospects through various contacts inside the diocese, religious colleges, seminaries, etc.

The new **Bylaws Committee**, charged with taking a careful look at the parish bylaws for possible amendments, will soon be up and running. Michael Donadee will serve as chair; other members are Cameron Grosh, Anelisa Tarrant and Ann Vinski. Others may be added.

I've begun submitting items about St. Brendan's to two weekly newspapers owned by Trib Total Media, the **Sewickley Herald** (mail distribution to 9,500 addresses) and the **North Allegheny Journal** (mail distribution to 16,000 addresses). The listings are free. In the case of the Herald, the items appear on a page called Fellowship, which rounds up service times and activities at Sewickley-area churches. In the Feb. 9 edition, St. Brendan's received four paragraphs, mentioning our Sunday service times, used book sale, Mother Robin's Bible history classes and the church's web address, phone number and location. In the Feb. 16 edition, we got five paragraphs including the previous week's items plus mention of the Ash Wednesday distribution times.

The Journal, which circulates throughout Franklin Park, does not publish a weekly "Fellowship" page, but runs news briefs about one-time events held by churches. Nevertheless, it printed four paragraphs about St. Brendan's in its Feb. 9 edition. I suspect as time goes on I will be able to get items published that promote fundraisers, speakers, special series and maybe holiday service times.

I think these two community papers can be valuable communication outlets. Some of the customers at the used book sale, for instance, said they had heard about it through the North Allegheny Journal. I intend to feed info about St. Brendan's to the Herald on a weekly basis and the Journal occasionally since they are free and have been willing to run our items.

More specifically, in the last month I:

- Met with Mother Robin on Jan. 25, Feb. 1 and Feb. 8. Going forward, we have agreed to meet every second Wednesday.



- Had a phone conversation on Jan. 26 with parishioner Libby Jacobs, who donated the 5' x 7' painting to the church while Father Regis Smolko was priest-in-charge. Since the painting is too large and unsuitable for display at St. Brendan's, she was told that we are attempting to move it to St. Sebastian R.C. Church, which has expressed interest in it. She said she would be glad if the painting found a good home, although her first choice was still to have it displayed at St. Brendan's. She also offered to pay for the canvas' safe transport, but I said St. Brendan's should be able to move it without cost. Vestry member Neil Galone is trying to get a date from St. Sebastian's. Parishioner Richard Nagy, who has a flat-bed trailer, and I may be able to deliver the painting once a date is arranged.

- Met with Parish Administrator Katie Cervone on Jan. 26, Parish Treasurer Roger Botti on Jan. 31 and both of them together on Feb. 14.

- Reminded Mother Robin, Katie Cervone and Music Director Daniel May that, as church employees, they are required to complete two criminal background checks and the diocesan training modules. Each had some elements incomplete at the time and each is now trying to finish the requirements. Vestry members are also required by the diocese to complete the background checks and online training (because we approve funding for and thereby oversee children's programs). Joyce Donadee can direct anyone to the appropriate web links. I will continue to follow up.

- Met with Father Bill Pugliese on Feb. 4 about his meeting last fall with the bishop and diocesan treasurer at which he appealed for a reduction in St. Brendan's mortgage debt.

Respectfully submitted,

Tom Waseleski  
Senior Warden

Junior Warden  
February 2023

In February the Kitchen Exterior door was repaired.  
In addition, the contractor which did the work advised me of problems with the Front door and gave me the recommended solution. I will make the repair when weather permits.

ABC Fire Extinguisher performed an annual inspection of the emergency lights, horn strobes, and recharged fire extinguishers. Thanks to Ruth for sitting for me.

Finally I have been in contact with Matrid Harper, the parishioneer who voiced her concern about the cleanliness of the church at the annual meeting, and Marilyn Mulvhill, who is in charge of rentals. Purpose being to learn of areas in need of attention to make our parish a more welcoming place of worship. One common theme is that of the floors. Once winter is over the narthex floor will be scrubbed, thanks to Ken Parson for the equipment. Other issues are being addressed.

**St. Brendan's Finance Report**  
February 2023 Meeting  
(January 2023 Numbers)

**THE BOTTOM LINE**

Both **Income** and **Expenses** are a **net positive** against the YTD budget at the end of January 2023.

**INCOME**

TOTAL INCOME

- January 2023 total income: **\$22,599.29**
- YTD Budget Difference: **\$138.30**

CONTRIBUTIONS

- January 2023 contributions were a net positive of **\$1,474.58** against the YTD budget.

FUNDRAISING

- January 2023 fundraising earnings (after expenses): **\$429.75**
- Currently we are **\$1,445.24** behind the YTD budget for fundraising income.

**EXPENSES**

TOTAL EXPENSES

- January 2023 total expenses: **\$23,179**, which is **under budget** for the year by **\$451.22**.

EXPENSES THAT ARE CURRENTLY OVER THEIR INDIVIDUAL YTD BUDGETS

- Pension: **\$78.83**
- Electricity: **\$16.12**
- Gas: **\$13.67**
- Water: **\$1.54**
- Insurance - Property: **\$1,506.42**
- Maintenance-Equip-Bldg: **\$1,324.56**
- Copier Lease: **\$17.88**

**NOTES FROM OUR TREASURER, ROGER BOTTI**

- In December 2022, there was a member whose pledge of \$1500 was recorded in error. It should have been placed in the roof fund but was placed in pledge income. The end result was the surplus was reduced and the amount transferred was \$2400.01. We also had a small amount of late interest income. The total amount that went into the roof fund was \$2400.01 from the surplus and the \$1500 donation that was recorded incorrectly. The total was \$3900.01. The total amount in the roof fund is on the balance sheet.

- Katie told Tom and Roger at a recent meeting that the Kuhn's gift card rate is 4% not 5%. Roger has made the adjustment in our accounting procedure.

Roger shared the following analysis of local banks and their interest rates that are available for small businesses. He noted that First National is interesting with a 4% CD as well as a .6% Money Market.

(After sharing this analysis, Roger also had a conversation with Ashwin Ramakrishna, who found some options for him to further research. Roger will continue to review and share his findings for Vestry to review.)

BANK	Checking	Savings	Money Market	CD Rate	CD Term	CD Rate	CD Term	CD Rate	CD Term	CD Rate	CD Term
Westview	0.01%	0.02%	0.20%	2.00 %	6m	3.00 %	9m	3.25 %	12m	3.50%	15m
Key Bank*	0.00%	2.25%	n/a	3.50 %	13m						
First National	0.00%	0.05%	0.61%	3.00 %	7m	4.00 %	13m				
Northwest	0.00%	0.01%	0.22%	4.02 %	9m						

\*Promotional rate for 6 months  
All banks have local offices

Respectfully submitted,  
Lauren Ramakrishna

**St. Brendan's Episcopal Church**  
**Income and Expense Statement**  
GENERAL FUND 01, January 2023

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	Current Period	Year to Date	Year to Date Budget	YTD Budget Difference	Annual Budget
<b>INCOME</b>					
<b>CONTRIBUTIONS - OPERATING</b>					
Pledge	\$20,015.69	\$20,015.69	\$17,746.00	\$2,269.69	\$212,952.00
Pledge - Past Period	0.00	0.00	83.33	(83.33)	1,000.00
Voluntary Giving	566.22	566.22	1,083.33	(517.11)	13,000.00
Plate	222.00	222.00	416.67	(194.67)	5,000.00
<b>Subtotal Contributions - Operating</b>	<b>20,803.91</b>	<b>20,803.91</b>	<b>19,329.33</b>	<b>1,474.58</b>	<b>231,952.00</b>
<b>FUNDRAISING &amp; EVENTS</b>					
<b>FUND RAISING</b>					
Hol. Arts & Craft Income	100.00	100.00	833.33	(733.33)	10,000.00
<b>GIFT CARDS</b>					
Gift card sales	950.00	950.00	3,750.00	(2,800.00)	45,000.00
Cost of gift cards sold	(893.25)	(893.25)	(3,541.67)	2,648.42	(42,500.00)
<b>Subtotal Gift Cards</b>	<b>56.75</b>	<b>56.75</b>	<b>208.33</b>	<b>(151.58)</b>	<b>2,500.00</b>
<b>OTHER FUNDRAISING</b>					
Other fundraising income	613.00	613.00	833.33	(220.33)	10,000.00
Other fundraising expense	(165.00)	(165.00)	0.00	(165.00)	0.00
Football Pool Expense	(175.00)	(175.00)	0.00	(175.00)	0.00
<b>Subtotal Other Fundraising</b>	<b>273.00</b>	<b>273.00</b>	<b>833.33</b>	<b>(560.33)</b>	<b>10,000.00</b>
<b>Subtotal Fundraising &amp; Events</b>	<b>429.75</b>	<b>429.75</b>	<b>1,874.99</b>	<b>(1,445.24)</b>	<b>22,500.00</b>
<b>INVESTMENT INCOME</b>					
Bank Interest	0.63	0.63	6.67	(6.04)	80.00
<b>RENTAL INCOME</b>					
Rental Income-Other	1,365.00	1,365.00	1,250.00	115.00	15,000.00
<b>TOTAL INCOME</b>	<b>22,599.29</b>	<b>22,599.29</b>	<b>22,460.99</b>	<b>138.30</b>	<b>269,532.00</b>
<b>EXPENSES</b>					
<b>GENERAL EXPENSES</b>					
<b>SALARIES&amp;RELATED EXPENSE</b>					
<b>SALARIES</b>					
Salary - Priest	\$3,795.66	\$3,795.66	\$3,800.00	\$4.34	\$45,600.00
Salary - Admin. Assistant	2,583.08	2,583.08	2,682.42	99.34	32,189.00
Salary - Music Director	1,295.66	1,295.66	1,300.00	4.34	15,600.00
Salary-Youth & Child Coor	0.00	0.00	847.50	847.50	10,170.00
Salary - Nursery	0.00	0.00	125.00	125.00	1,500.00
<b>Subtotal Salaries</b>	<b>7,674.40</b>	<b>7,674.40</b>	<b>8,754.92</b>	<b>1,080.52</b>	<b>105,059.00</b>
<b>EMPLOYEE BENEFITS</b>					
Pension	1,004.25	1,004.25	925.42	(78.83)	11,105.00
Health & Life Insurance	1,000.00	1,000.00	1,000.00	0.00	12,000.00
<b>Subtotal Employee Benefits</b>	<b>2,004.25</b>	<b>2,004.25</b>	<b>1,925.42</b>	<b>(78.83)</b>	<b>23,105.00</b>
<b>ALLOWANCES</b>					
Car Allowance (Mileage)	0.00	0.00	41.67	41.67	500.00
Continuing Education	0.00	0.00	41.67	41.67	500.00
Discretionary Fund	0.00	0.00	20.83	20.83	250.00
<b>Subtotal Allowances</b>	<b>0.00</b>	<b>0.00</b>	<b>104.17</b>	<b>104.17</b>	<b>1,250.00</b>

*St. Brendan's Episcopal Church*  
**Income and Expense Statement**  
GENERAL FUND 01, January 2023

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	Current Period	Year to Date	Year to Date Budget	YTD Budget Difference	Annual Budget
Employer Taxes	372.89	372.89	377.08	4.19	4,525.00
Subtotal Salaries&related Expense	10,051.54	10,051.54	11,161.59	1,110.05	133,939.00
<b>OPERATING EXPENSES</b>					
Office Supplies	8.67	8.67	41.67	33.00	500.00
Computer-Software	0.00	0.00	141.67	141.67	1,700.00
Postage	0.00	0.00	33.33	33.33	400.00
Internet service	125.00	125.00	129.17	4.17	1,550.00
Bank fees/Safe Deposit	2.00	2.00	5.00	3.00	60.00
Website	0.00	0.00	26.67	26.67	320.00
Communication/Publicity	0.00	0.00	50.00	50.00	600.00
<b>UTILITIES</b>					
Electricity	432.79	432.79	416.67	(16.12)	5,000.00
Gas	622.00	622.00	608.33	(13.67)	7,300.00
Water	101.54	101.54	100.00	(1.54)	1,200.00
Subtotal Utilities	1,156.33	1,156.33	1,125.00	(31.33)	13,500.00
Refuse	62.35	62.35	80.00	17.65	960.00
Insurance-Property	2,202.50	2,202.50	696.08	(1,506.42)	8,353.00
Insurance - Emp & Officer	0.00	0.00	29.92	29.92	359.00
Supplies-Building	111.17	111.17	141.67	30.50	1,700.00
Maintenance-Equip-Bldg	1,907.89	1,907.89	583.33	(1,324.56)	7,000.00
Music Maintenance	0.00	0.00	25.00	25.00	300.00
Snow/Grass	0.00	0.00	583.33	583.33	7,000.00
Cleaning Service	295.00	295.00	333.33	38.33	4,000.00
Telephones	82.51	82.51	141.67	59.16	1,700.00
Mortgage pymt--Diocese	3,187.17	3,187.17	3,510.50	323.33	42,126.00
Copier Lease	226.21	226.21	208.33	(17.88)	2,500.00
Audit & Payroll Service	6.15	6.15	12.50	6.35	150.00
Fire Alarm Monitoring	0.00	0.00	66.67	66.67	800.00
Subtotal Operating Expenses	9,372.95	9,372.95	7,964.84	(1,408.11)	95,578.00
<b>PROGRAM</b>					
Altar	0.00	0.00	50.00	50.00	600.00
Worship	23.01	23.01	33.33	10.32	400.00
<b>MUSIC</b>					
Adult Choir Music	0.00	0.00	5.00	5.00	60.00
Children's Choir Music	0.00	0.00	1.67	1.67	20.00
Subtotal Music	0.00	0.00	6.67	6.67	80.00
<b>EDUCATION</b>					
Christian Ed - Adult	0.00	0.00	16.67	16.67	200.00
Education Children	0.00	0.00	41.67	41.67	500.00
Education Youth	0.00	0.00	16.67	16.67	200.00
Vacation Bible School	0.00	0.00	16.67	16.67	200.00
Subtotal Education	0.00	0.00	91.68	91.68	1,100.00
Supply Clergy	0.00	0.00	70.00	70.00	840.00
Evangelism	0.00	0.00	8.33	8.33	100.00
Hospitality	(66.00)	(66.00)	16.67	82.67	200.00
New Member	0.00	0.00	8.33	8.33	100.00
Welcome Table	0.00	0.00	12.50	12.50	150.00
Safety and Security	0.00	0.00	14.58	14.58	175.00

*St. Brendan's Episcopal Church*  
**Income and Expense Statement**  
 GENERAL FUND 01, January 2023

	Current Period	Year to Date	Year to Date Budget	YTD Budget Difference	Annual Budget
Staff Development	0.00	0.00	41.67	41.67	500.00
Subtotal Program	(42.99)	(42.99)	353.76	396.75	4,245.00
Subtotal General Expenses	19,381.50	19,381.50	19,480.19	98.69	233,762.00
<b>ASSESSMENTS</b>					
Diocesan--Assessment	2,072.17	2,072.17	2,072.17	0.00	24,866.00
Diocesan--Growth	145.08	145.08	145.08	0.00	1,741.00
Subtotal Assessments	2,217.25	2,217.25	2,217.25	0.00	26,607.00
<b>CRIES ADVOCACY</b>					
Cries Advocacy	1,580.39	1,580.39	1,932.92	352.53	23,195.00
<b>TOTAL EXPENSES</b>	<b>23,179.14</b>	<b>23,179.14</b>	<b>23,630.36</b>	<b>451.22</b>	<b>283,564.00</b>
<b>EXCESS INCOME/EXPENSES</b>	<b>(\$579.85)</b>	<b>(\$579.85)</b>	<b>(\$1,169.37)</b>	<b>\$589.52</b>	<b>(\$14,032.00)</b>

St. Brendan's Episcopal Church  
**Balance Sheet**  
 GENERAL FUND 01, January 2023

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	Current Year
<b>ASSETS</b>	
Checking Main-WVS	\$69,679.92
Checking-PCCD Grant	744.01
Checking - Key Bank.	1,000.00
<b>SAVINGS ACCOUNTS</b>	
Passbook-Gen'l Fund - WSB	51,084.51
<b>RESTRICTED ACCOUNT</b>	
OTHER ASSETS	677.85
Unsold Gift Cards	6,635.00
<b>Subtotal Assets</b>	129,821.29
<b>TOTAL ASSETS</b>	\$129,821.29
<b>LIABILITIES</b>	
<b>CURRENT LIABILITIES</b>	
<b>Designated Funding</b>	
DF - Altar Flowers	\$1,496.76
DF - Community of Hope	204.02
DF - Justice	2,449.00
DF - Rental Deposit	190.00
DF - Memorial Garden	1,995.36
DF - Vegetable Garden	408.73
DF - Mission grant	850.00
DF - Quilt Raffle	860.00
DF - Miscellaneous	130.59
DF - PCCD Grant	643.83
Brendan's Friends & Family	24,229.21
DF - ESL	1,980.44
DF -Roof Replacement Fun	9,830.01
<b>Subtotal Designated Funding</b>	45,267.95
<b>TOTAL LIABILITIES</b>	45,267.95
<b>FUND BALANCE</b>	
Fund Balance	\$84,553.45
<b>TOTAL FUND BALANCE</b>	84,553.45
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	\$129,821.40



02/15/2023 03:31 PM

Consolidated - January 2023

	Current Year
<b>ASSETS</b>	
Checking Main-WVS	\$69,679.92
Checking - Cries - WSB	2,701.74
Checking-Altar Guild-WSB	1,847.39
Checking-PCCD Grant	744.01
Checking - Youth - WSB	5,085.23
Checking - Key Bank.	1,000.00
<b>SAVINGS ACCOUNTS</b>	
Passbook-Gen'l Fund - WSB	51,084.51
Passbook-Parish EmerFd-WS	10,077.18
Subtotal Savings Accounts	61,161.69
<b>RESTRICTED ACCOUNT</b>	111,255.05
<b>INVESTMENTS</b>	
<b>STOCKS &amp; MUTUAL FUNDS</b>	
Vanguard - Scholarship Fd	9,170.66
<b>OTHER ASSETS</b>	
Unsold Gift Cards	6,635.00
Subtotal Assets	269,280.69
<b>TOTAL ASSETS</b>	<u><u>\$269,280.69</u></u>
<b>LIABILITIES</b>	
<b>CURRENT LIABILITIES</b>	
Designated Funding	
DF - Altar Flowers	\$1,496.76
DF - Community of Hope	204.02
DF - Justice	2,449.00
DF - Rental Deposit	190.00
DF - Memorial Garden	1,995.36
DF - Vegetable Garden	408.73
DF - Mission grant	850.00
DF - Quilt Raffle	860.00
DF - Miscellaneous	130.59
DF - PCCD Grant	643.83
Brendan's Friends & Famiy	24,229.21
DF - ESL	1,980.44
DF -Roof Replacement Fun	9,830.01
Subtotal Designated Funding	45,267.95
<b>TOTAL LIABILITIES</b>	45,267.95
<b>FUND BALANCE</b>	
Fund Balance	\$224,012.74
<b>TOTAL FUND BALANCE</b>	224,012.74
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<u><u>\$269,280.69</u></u>

## Accounting Fund Balances

January 2023

Fund	Beginning Balance	Direct Transactions	Income	Expense	Transfer	Ending Balance
01 - GENERAL FUND	85,133.30	0.00	22,599.29	23,179.14	0.00	84,553.45
02 - CRIES	4,461.24	0.00	0.00	1,759.61	0.00	2,701.63
03 - CAPITAL IMPROVEMENT	6,296.51	0.00	0.00	0.00	0.00	6,296.51
04 - ALTAR GUILD FUND	2,183.27	0.00	0.00	335.88	0.00	1,847.39
05 - YOUTH FUND	5,085.23	0.00	0.00	0.00	0.00	5,085.23
07 - SCHOLARSHIP FUND	9,170.66	0.00	0.00	0.00	0.00	9,170.66
08 - MORTGAGE FUND	18,060.20	0.00	0.00	0.00	0.00	18,060.20
11 - MEMORIAL GARDEN BURIAL	2,091.00	0.00	0.00	0.00	0.00	2,091.00
15 - PARISH EMERGENCY FUND	10,077.18	0.00	0.00	0.00	0.00	10,077.18
18 - MUSIC FUND	2,561.60	0.00	0.00	0.00	0.00	2,561.60
19 - VA - VESTRY CONTINGENCY	43,833.38	0.00	0.00	0.00	0.00	43,833.38
21 - VA - YARD SALE SURPLUS	33,765.78	0.00	0.00	0.00	0.00	33,765.78
22 - RENTAL SECURITY DEPOSITS	240.00	0.00	0.00	0.00	0.00	240.00
23 - VA - HOLIDAY HAPPENING	3,728.73	0.00	0.00	0.00	0.00	3,728.73
<b>Totals</b>	<b>226,688.08</b>	<b>0.00</b>	<b>22,599.29</b>	<b>25,274.63</b>	<b>0.00</b>	<b>224,012.74</b>

## Adult Education – February 2023

### *Current offerings*

Tuesday mornings at 11:00 Deacon Darrell conducts a Bible Study group which currently is discussing the Acts of the Apostles. This group invites members to share their reflections on passages that are read. Various translations and editions of the Bible are used by members which provides different perspectives on passages being considered. This group has been meeting for more than a year.

On Thursday evenings at 6:00 Mother Robin conducts a Bible study group in which she explores the history of the Bible. The topic is How We Got the Bible. Mother Robin uses various audio-visual aides in her presentations. Participants are asked to read passages from the book entitled ***How We Got the Bible*** by author Clinton E Arnold in preparation for each session. Mother Robin resumed these sessions on February 2<sup>nd</sup> after a break for Advent and Christmas

### Modern Episcopalians

John Appeldorn facilitates this group on Monday mornings at 10:00. The group is currently discussing the book entitled ***Your Faith, Your Life: an invitation to the Episcopal Church*** by authors Jennifer Gamber and Bill Lewellis. The group will likely complete their study of this book within the next week or two at which time John is considering asking the group to take a break until after Easter to allow time to review some materials for future study. John will confer with Mother Robin and Deacon Darrell regarding possible resources for the group. John will also explore with Mother Robin and Deacon Darrell ideas for other adult education offerings for St. Brendan's.

### Preparation for Baptism, Confirmation and Reception into the Episcopal Church

Mother Robin and Deacon Darrell will be conducting catechesis sessions for those preparing for Baptism, Confirmation or Reception when the Bishop comes to St. Brendan's in April. These sessions will be conducted from 9:00 to 9:45 Sunday mornings during Lent.

The idea of having some type of presentation about the meaning and significance of some of the rituals and symbols that are used in our liturgical celebrations has been put on hold for the present time until after the Bishop's visit.

Children and Youth Report  
February 20, 2023

As noted in the Outreach Report, the Sunday School is running a food drive to benefit the North Hills Food Bank.

Confirmation classes will be offered for 5 Sundays beginning February 26, and one Sunday following Easter, with confirmation scheduled for Bishop Solak's visit on April 23.

A few notes from last meeting of the Sunday School teachers

- Children's Sundays are planned for February 26, March 26, April 23 (when the Bishop is here), and May 28 (last Children's Sunday for the school year).
- We would like to do a "Walk through Holy Week" with dioramas created by different families set up in the social hall during Holy Week (Palm Sunday-Easter). We still need to see if the social hall is available during the full time.
- The youth group will coordinate an easter egg hunt on Easter Sunday for the children.
- We suggest that St. Brendan's offer a week-long, half-day (morning) Vacation Bible School the week of July 17 and we suggest reusing the "Hero Central" curriculum from a couple of years ago. We will need vestry and parish support to make this possible.
- We would like to see the parish involved with the children and youth programs (through projects such as the gratitude tree, the February food drive, and the walk through Holy Week), as well as parishioners involved in teaching Sunday School and helping with VBS etc.

Respectfully submitted,  
Ruth Horton

St. Brendan's Episcopal Church  
Communication's report  
February 2023

There is no updates for this month.

Submitted by  
Sandra Nagy

# Vestry Fundraising Report

February 20, 2023

(For January)

Time was spent this month gathering information on various types of ongoing fundraising. These include:

## Rentals:

**2023 Budget Target - \$15,000**

**Year to date: \$1,365 – Year to date budget - \$1250- Budget difference +\$115**

# of Regular (weekly) Renters – 5

# of Regular Groups – 2 (summer camps/special events) – these also hold ongoing single day events at the church throughout the year.

Communicated with Marilyn Mulvihill to gather info on current renters, and procedures.

- Current weekly/biweekly regular renters include a scripture class, two dance classes, an art class and a piano teacher.
- Two groups (a chess group and a theatre group) rent space for various one-day events throughout the year as well as summer camps.
- One new renter was added this month. A piano teacher, who will be tutoring two times per week.

## Grocery Cards:

**Year to date: \$56.75; Year to date budget \$208.33; Budget difference (-\$151.58)**

Per 1/28/23 vestry discussion, we need to determine if this is a viable fundraiser given that about \$7500 is tied up every time grocery cards are purchased. Profits are 5% of total cards sold for Giant Eagle; 4% for Kuhns.

Review of last four years of sales indicated the following:

	Budget	Total Grocery card Sales	Time Period notes
2019	\$2250	\$50,000.	Precovid
2020	\$2500	\$21,400	Covid shutdown
2021	\$2500	\$17,575	Gradual reopening
2022	\$2500	\$22,950	Attendance gradually returning post covid

Grocery card sales have decreased by over 50% if comparing 2019 (precovid) to 2022 sales.

Reasons for this could be:

- Inflation – people shopping at discount grocery stores
- Continued decreased attendance/sales as compared with precovid 2019
- Members not familiar with program or out-of- habit of purchasing cards

**Conclusions: Vestry Discussion Requested:**

We need to sell \$3750 with a profit of \$208 per month to meet our budget goal of \$2500. This month we sold only \$950 with a profit of \$56.75. We need to increase by almost 400% to meet our monthly budget goal. We still have \$6635 in unsold grocery cards. Trends in sales could be tracked to see if sales are increasing before more grocery cards are purchased. Basically, the church does not lose money on grocery card sales, but we clearly are not hitting our budget target. This number might need to be lowered when the next budget is developed, or program discontinued depending on sales trends and congregation feedback. We might implement some past strategies to determine if sales might trend more positively over the next few months before more cards are purchased.

These strategies could include:

- Weekly reminders in Navigator and bulletin with changing graphics and messages
- Tie Navigator messages to seasonal themes (ex: “It’s time to buy that Easter ham”)
- Provide parishioners info about status of sales, i.e., “We are running behind in grocery card sales” or “Grocery card sales showed a 30% increase last month” etc....
- Continue announcements by vestry members about card sales each week
- Increase visibility of sales by having vestry person stand at a consistent spot each week with a sign – “Buy Grocery Cards Here – Earn 5% for the church”

**Other Fundraising:**

**Budget: \$10,000**

**Actual to date: \$273. Year to date budget \$613. Budget difference +\$115**

**Used Books, DVDs and CDs Sale:**

A Book Sale, coordinated by Saundy Waseleski and Chris Botti was held on February 17<sup>th</sup> and 18<sup>th</sup>. Approximate figures for this sale as compared to the 2020 sale include:

Areas:	Sales - 2020	Sales - 2023
Books	\$3327.	\$3301.
Soup	989.	842.
Bake Sale	271.	572.
Subtotal	\$4588.	\$4715.
Expenses	540.	*400.
Total profits	\$4048.	\$4315.

\*Soup and hot dog expenses may need to be included

As usual, Brendannites showed up to pitch in to do the work involved in all aspects of the sale. It was effective to have 9 leaders who lead 3 teams of volunteers per day over the 10 days of book vetting and set up. Books came in more gradually and in somewhat less quantity than was the case for the last sale, though by sale day, plenty of books were available. We did have to cancel some of our work crews for some work sessions due to lack of work so if we do this again we might plan for 2 rather than 3 work sessions per day.

Activities	# Volunteers
Book Sale prep	32
Sale Days helpers	23
Clean up crew	21
Bakers	25
Bake sale set up crew	5
Soup makers	2

**Conclusions:** The Book Sale was a worthwhile fundraiser, and we were able to surpass our profit goal of \$4000. Customers were complementary about the quality and organization of the sale. Some church members reported that they didn't have as many books to donate as for our previous sale. Since the number of books was judged to be down as compared to the last sale, it might be advisable to have this sale every 2 – 3 years. Also, use of digital reading formats might be the reason for drop off in donations.

### **BFF Fund (Vestry input requested)**

The “Brendan’s Family and Friends” Fund has been a successful way to raise funds for unbudgeted building expenses by giving parishioners a way to honor friends and family through their BFF donations. Plans for the next year are as follows:

- Increase parishioner awareness and understanding of the BFF fund by increasing its visibility in The Navigator and Sunday bulletin.
- Use visuals in the Sunday bulletin whenever BFF donations are received in a manner like what occurs with altar flowers. A BFF logo could be developed and placed in a consistent, visible spot in the bulletin along with acknowledgement of the donation, and the person who made it (if they so choose). This would hopefully heighten awareness of various reasons BFF donations are made such as: memorials, thanksgiving/honor of accomplishments, milestones, birthdays, anniversaries, births, etc. (See sample logos at end of report)
- Include a short, informational blurb in the bulletin and in The Navigator on a weekly basis which explains the purpose of the fund. It should be placed in an area for general announcements – **not** connected to someone’s personal BFF notice.



- Include “Did you know.....” blurbs about BFF in the bulletin and The Navigator (after Raise the Roof concludes).
- Have BFF donation cards/envelopes on table in narthex
- Update BFF related info and donation card on website
- Be sure people know how they can donate via website, Tithely, collection plate, call to Katie, etc.
- Encourage church leaders to make periodic donations to BFF and have these acknowledged in the bulletin, to help keep it visible to the congregation.

Further activities to promote and increase BFF donations such as a St. B’s birthday fundraising project should probably not take place in the next year or so as the upcoming Raise the Roof campaign should be the focus of internal church fundraising. Care should be taken that parishioners aren’t constantly being asked for donations. Implementation of the above strategies will hopefully increase BFF awareness and forthcoming donations.

Respectfully submitted by Chris Botti  
2.19.2023

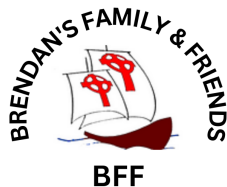
**Logo Ideas:**

Current format for altar flowers:



Today's Altar Flowers  
are given in thanksgiving to the  
outgoing and incoming vestrys.

Plan to do a similar format for BFF in weekly bulletin using one of the following logos:



## Hospitality/In Reach Report – February 2023

Prepared by Kate Heston

### Hospitality

Hospitality after the 10:00 service continues to be a challenge to coordinate. We have had a few volunteers over the last few weeks, however after the last week in Feb. there are no more volunteers signed up. The idea of assigning the hospitality duties was raised again. I also received a suggestion to create a Kitchen Committee of about 6 – 8 core members who would rotate hospitality duties. With 8 members each would be responsible for 6 Sundays over the course of a year. As always, I am open to suggestions for how best to manage hospitality.

Looking forward – **March 12** will be a special hospitality to honor Mother Robin and her 20th Anniversary of her Ordination

**April 23** is the Bishop's Annual Visit and we will plan to have a larger (but not a full meal) hospitality. I will be away on April 23 but there are frozen items (mini quiche, mini spring rolls) left over from the annual meeting that can be used for that Sunday along with other items I can make available before leaving for my trip.

### Wednesday Potlucks During Lent

We will be hosting a pot-luck supper each Wednesday during lent. Volunteers will be needed to serve as the set-up/clean up crew.

**Set up** would entail making sure the tables are set, putting out plates, cutlery, napkins, making coffee, making sure that trash cans as available in the fellowship hall, supervising the laying out of the food.

**Clean up** would entail cleaning-up the coffee, loading/running the dishwasher and/or cleaning the dishes, wiping down the tables, running the vacuum in the fellowship hall (if needed), putting away any supplies, making sure the kitchen in in order and taking the trash to the dumpster.

**Parish Picnic** is planned for **July 9**. The pavilion in North Park has been reserved. It will be potluck with the church providing chicken and beverages.

# Vestry Report – February 20, 2023

## Membership

Purpose of the “Membership” oversight area is twofold:

- 1. To facilitate growth in membership (Newcomers)
- 2. To facilitate maintaining current membership by keeping in touch with members who are absent (Caring Cards Ministry)

### 1. Newcomers:

I met with Kate Heston on 2/3/23 to get an update on the Newcomer’s ministry. Kate related procedures for greeters, reviewed an updated visitor’s card and showed me the informational folders she has been compiling for visitors. Donna Aiello is currently heading up greeters and does scheduling and name tags. We also discussed that brunches had not yet been resumed since they were suspended due to Covid but that this is an area that could be revisited. After the meeting Kate sent me an email with files of visitor card and numerous useful newcomer documents.

I met with Donna Aiello on 2/14/23. We reviewed many of the documents that Kate shared with me. We discussed possible areas to review and update if needed which include:

**Procedures:** Greeters guidelines/responsibilities; Possible use of a consistent weekly welcome to visitors at beginning of each service; Support for visitors during service; Visitor follow-up (who/how/when); Tracking visitor information on a flowchart which is used by Katie to add people to email and mailing lists. A Greeters meeting could be scheduled if/when procedures are modified.

**Informational Activities** for newcomers/visitors: tours; quarterly(?) brunches; Modern Episcopalian class (see John about how newcomers are informed)

We also discussed the formation of a Newcomers Committee which would meet and review the above areas. Each member would be responsible for implementing changes in areas targeted for revisions. Donna and I plan to ask some people to be part of this committee by Sunday, Feb 19<sup>th</sup> and hold a meeting the first week in March depending on schedules.

## **2.Caring Cards Ministry: (Vestry discussion needed in this area)**

Some members have not returned to church following Covid; others have chronic or episodic illnesses resulting in absence from church; others may be experiencing difficulties in their lives such as the death of a loved one; yet others may just attend inconsistently then slowly stop attending at all. It is proposed that a Card Ministry be initiated to:

1. Follow up on people who have not returned since Covid.
2. Keep in touch with people who are ill to let them know they are missed and continue to be viewed as members of the church family.
3. Contact those going through emotionally difficult times to let them know that Brethrenites send their prayers.
4. Keep in touch with those who attend sporadically to let them know that they are missed.

### **Ideas to implement the Caring Cards Ministry:**

- Identify a core group of parishioners at each service who would determine who would benefit from receiving cards.
- Make regular (monthly) contact with Mthr Robin and Katie to determine who might need to receive a card. Mthr Robin and Katie could also notify card volunteer of people needing cards.
- Compile a card kit consisting of different types of cards; a card log; a membership directory; stamps and samples of messages for each type of scenario.
- Card volunteers would agree to be responsible for sending cards for blocks of 4-6 weeks.
- Cards can be sent by the volunteer on behalf of St. Brendan's or in some instances it may be appropriate for church members' signatures to be gathered by placing the card next to the name tag boxes with a note.
- A card log would be kept in the kit denoting who was sent a card, on what date, reason, etc. Further pertinent information could also be added in an "other" column.
- Further considerations would be added as the ministry evolves – initially cards could be sent for illnesses, deaths in family, hardships, and absent members, then possibly expand to birthdays, anniversaries, special occasions.

Respectfully submitted by Chris Bott

# Outreach Report

February 20, 2023

We are registered for the Pride Parade, scheduled for Saturday, June 3. The parade begins at noon. We will be having sign-ups for those who want to participate and making plans for carpooling closer to the date.

The Sunday School is doing a food drive for the month of February.

The Justice Ministry is doing a collection of mittens/gloves, scarves, and hats for Outreached Hands, which works with the homeless. They are also running a Lenten project to help raise awareness of homelessness, using a calendar and ideas for each day to contribute a small amount of money.

Garden of Hope- Annemarie Malbon has agreed to coordinate things this spring/summer, together with Angela Schlumpf. There was a suggestion that we look into timed automatic pole sprinklers, to lessen the amount of volunteers needed. We will be applying for the grant from the diocese once it becomes available.

Miriam's - Items are required to be packaged individually, so we continue to provide snack type foods. This is organized the fourth Sunday of each month.

CRIES donations in January:

Brother's Brother	\$165
Episcopal Relief and Development	\$165
Membership:	
Just Harvest	\$60
Episcopal Peace Fellowship	\$50
Greater Pittsburgh Community Food Bank	\$650
Caring Foundation	\$450
Girl's Hope	\$500
Southern Poverty Law Center	\$700
Habitat for Humanity	<u>\$600</u>
Total	\$3,340

Their next meeting will be February 19.

Respectfully submitted,  
Ruth Horton

## Worship Committee Report - February 2023

Below are the minutes from the Worship Committee meeting on 1/31/23

### **3/1 - Shrove Tuesday - Pancake dinner planned by men**

**3/2 - Ash Wednesday** - We have 2 services scheduled, one at 12:00 PM (noon) and a second at 7:00 PM, with ashes distributed at both services. Clergy decides type of service.

- Confirmed that enough ashes are available from last year
- Mtr Robin will do the noon service (Darrell at Sunrise McCandless so not available)
- Noon service will be full Eucharist
- Mtr Robin and Darrell will both do 7:00 PM service
- Eucharist will be from reserve
- Mtr Robin and Darrell will work out sermon schedule

### **Other Lenten Services and and events**

- Mtr Robin wants to offer a Reconciliation Service and will explain and offer to those interested
- Every Wednesday after Ash Wednesday, Darrell and Mother Robin will do a Compline Service with reserved Sacrament in Chapel. Darrell has handouts. They will start the Compline Service at 7:00 in the chapel, after a simple soup/salad meal in the social hall. People bring simple foods to share with them pot luck style. This will start at 6:00. (Kate and Chris - Hospitality to arrange)
- Sundays Mother Robin will do a short guided instructional about Eucharist at coffee after service
- Planning to do Rite I services on the 4th Sunday of Lent (3/19). Mtr Robin will prepare congregation in the weeks leading up to 3/19

**4/2 - Palm Sunday** - Services follow regular schedule of 8:00 AM and 10:00 AM.

- Dramatic reading of the Passion - Kelly will be asked to schedule all readers. Since this requires more readers than normal, Vestry assigned to service should pay particular attention to ensure that the readers assigned are there, and if not, get volunteers from the congregation. It is confirmed that there are enough handouts left over for congregation from last year
- Palms for the services - Anelisa
- Discussion of palms distributed in the Fellowship Room, then process (not confirmed)
- Crucifer needed for procession, Darrell will find someone

**4/6 - Maundy Thursday** - Service at 7:00 PM

- Washing of feet. Will have 3 basins and towels available.
- No food at this service
- To better coordinate, will do live instructed stripping of the altar. Darrell to work on finding someone to read.

### **Reserving the Sacrament**

- Sacrament will be reserved after Maundy Thursday service, with visitation.
- Will do sign-up in narthex for visitation and end time will be determined by number of people who sign up

**4/7 - Good Friday** - Two services

- Stations of the Cross at 12:00 PM (Darrell)
- Good Friday Service at 7:00 PM (Mtr Robin and perhaps Darrell)
- Mtr Robin and Darrell will determine Good Friday sermon schedule
- Procession and veneration of the cross - no sticky notes

**4/8 - Holy Saturday** - Great Easter Vigil service at 7:00 PM.

- New fire
- Pascal Candle
- Liturgy of the Word - 3 Lessons

**Easter Sunday** - Service at 8:00 AM and 10:00 AM. Celebration of the Resurrection

**Activities for Children** - Annemarie Malbon

- 2/26 and 3/26 will be children's services.
- 2/26 will include blessing of food for the food pantry

**Music**

- Mtr Robin and Daniel have discussed music arrangements for Lent

**Summary of extraordinary supplies needed (Altar Guild)**

- Ashes
- Palms
- Basin and towels for foot washing
- Supplies for fire and fire pit
- Pascal candle

**Other items**

As these extraordinary services are planned, it is important to remember that there will be some people streaming the service.

Lenten challenge for parishioners - **Do one more service than you have done in the past!**

Mother Robin announced that Anelisa Tarrant starting Verger training

## Water Damage Report

The insurance adjuster estimated a value of the water damage to be \$46,907.36. Our payment would be lowered by our deductible of \$1,000.

There is also what they call a depreciation of \$4,888.93. However, that amount is recoverable, should the damages exceed our initial payment, up to the full amount that would be \$45,907.36.

This lowers the initial payment we will be receiving to **\$41,018.43** We should have a check for that amount by the end of the week or early next week.

The good news is, the contractor I am recommending for approval gave us an estimate of **\$30,840** for the work.

This means that should we find additional damage – most likely a need for mold remediation – we will have the funds to cover that. Tedco was one of the contractors recommended by the diocese, so I would be confident in using them.

There also will be a cost for repairing, or possibly replacing, some of the vestments that were in the closet where the ceiling panels collapsed. I will be checking with Analisa Tarrant to find out what the plans are for this issue.

Ruth Horton