

**Finance Committee of the Vestry**

**Saint Michael and All Angels Church**

**Minutes, April 20,2021**

**Present:** Janice Bywaters (Treasurer), Terese Finitzo, Kathy Kelley, Jeff Kilpatrick, Bill McGannon, Becky Odlozil, Grady Schleier, Chris Wiley.

**Ex-officio present:** Rob Baber (Director of Finance), The Rev. Ken Brannon (Vice-Rector), Richard D’Antoni (Warden-at-Large), The Rev. Dr. Chris Girata (Rector), Caroline Marak (Stewardship Director), Blair Oden (Senior Warden), Stewart Thomas (SMAA Foundation President).

**Absent:** Jim Smith

**Guests:** Hariett Cousins (Co-chair 75<sup>th</sup> Anniversary Committee), Jonathan Ryan (Director of Music & Organist)

**Meeting held via Zoom Video Conference**

**1. Approval of minutes**

The minutes from the March 9, 2021 meeting were approved as presented with one edit: change reference to approval of Campus Construction Committee budget to presentation.

**2. Fund Solicitation – Saint Michael Presents**

Mr. Ryan presented the fund solicitation request of \$47,000 for Saint Michael Presents to support two concerts, one during Christmas 2021 and one in the Spring of 2022. \$68,000 raised for last year is currently in restricted funds, part of which will be needed to complete the 2020 / 2021 year. A balance in the mid \$40,000 range is expected when that season concludes and will be retained to cover any up-front payments for the next season or any fundraising shortfall. The solicitation request was approved.

**3. 75<sup>th</sup> Anniversary Request**

Mr. Kilpatrick and Ms. Cousins requested \$100,000 from the Lomo Alto cash reserves to fund various expenses associated with the 75<sup>th</sup> Anniversary Project. Funds are requested for: publication of a coffee table book, travel and hotel for returning clergy, documentation of church history and archives, marketing and communications campaigns, three community service projects, commissioned music and performances, and promotional items. Total expenses are estimated as \$149,567, partially offset by estimated income associated with the coffee table book sales and donations received so far, resulting in an estimated net of \$95,147. The plan is not to fundraise specifically for the 75<sup>th</sup> as it may conflict with the Capital Campaign, although a future general ask may be circulated to a smaller group of people. A 75<sup>th</sup> Anniversary party will be planned by the Women of St. Michael as their “every other year” Parish Party and

so is not part of the budget request. A motion to approve budgeted expenses and the use of Lomo Alto reserves as presented passed.

#### **4. Stewardship Update**

Mr. Baber reviewed the status of pledge collections. The Church continues to receive pledges year-round and has collected a larger amount of prior year pledges than last year to date and more than budgeted for the current year. Plans are to maintain communication with Parishioners regarding pledges throughout the year.

Ms. Marak reported the last season has been wrapped up. A kick-off meeting will be held this afternoon for the coming season with Ross Taylor as the chair. Areas of focus are volunteer leadership and ideas for legacy and annual giving. New members of the committee are: Amanda Harris, Ryan Moss, Courtney Peeler, and Sarah Weinberg. Also, Ms. Marak will attend the Indiana University Lilly Family School of Philanthropy's program for planned giving.

#### **5. Review of March 2021 Financials**

Mr. Baber reviewed the results of operations for the period ending March 31, 2021. Total net year to date operating revenue was \$2,351,998 versus a budget of \$2,296,169 resulting in a positive variance of \$55,829. Total year to date operating expenses were \$1,407,120 versus a budget of \$1,517,500 resulting in expense savings of \$110,380. This results in an overall positive net variance of \$166,209.

Revenues – Collections of current year pledges for March were up by \$74,921 but down \$13,120 year-to-date, as compared to budgeted amounts. Collection of prior year payments exceeded budget by \$34,954 for March and year to date by \$66,154. More focus is planned to contact those with prior year pledges not paid, in a more active pursuit.

Expenses – Most areas show positive variances, some timing and some positions not filled. The negative variance in Operations of \$24,209 for March is due to the purchase of the tent for outdoor services. The SM Episcopal school shows a small positive variance and may end the year with positive variance due to Covid and reduced offerings for before and after care and enrichments.

6. **New/Old Business** – Fr. Girata gave a brief history of the North Land project and an update that the lease was officially closed last week. Groundbreaking will be in May, to be announced in a letter from the Church. A Public Relations firm has been engaged to reduce the complexity in communicating to Parishioners the various special projects in process, including the land lease and construction, the Horizon Fund, the capital campaign, and 75<sup>th</sup> Anniversary. Finance Committee members were encouraged to forward larger questions they receive to Fr. Girata, and any questions by the media to Mr. Haal or Fr. Girata.

Fr. Girata presented a CCS update on the feasibility study. So far 120 interviews have been completed on the Church side and 40 on the SMES side. In addition, 515 electronic surveys have been completed. The response rate has been 35%, with a typical rate being 10% to 15%. The positive responses exceeded 80%. Nearly 700 collected data points will be available for the Vestry's review.

Ms. Bywaters reported that the Committee will continue to meet via Zoom in May and June. The August meeting will likely be at the Church. Feedback was requested on the idea of having in person meetings quarterly and the rest of the meetings via Zoom. The next Finance Committee meeting is May 18.

No other discussions of new or old business were needed and the meeting was adjourned.