

St. Andrew's Vestry Retreat Agenda February 9, 2019 8:30 a.m. – 4:00 p.m. - St
 Luke's Episcopal Church, Madison

Members present: Fr. Andy Jones, Rector; Sara Siegmann, Senior Warden; Doug Rahn, Junior Warden; Becky Otte-Ford, Clerk; Mark Koch, Treasurer; Larry Bechler; Margaret Corbae; Daniel Cross; Karen Evans-Romaine; Manjula Hetiarachchi; Helyn Luisi-Mills; Christie McConnell; Judy Mills.

Absent: Jeff Bowmen

Proposed Agenda:

Time	Agenda Item	Leader	Brief Summary
8:30a	Morning prayer & breakfast	Fr. Andy	
9:15a	Introductions & fellowship	Fr. Andy	Juan Luis Guerra (musician)
9:45a	2018 in review; outstanding questions	Fr. Andy	Display nametags Outreach committee charge? Columbarium Morning prayer as priority
10:30a	Break and 1-on-1 fellowship		
10:50a	Retreat agenda & outcomes	Fr. Andy & Sara	
11am	Approval of December minutes	Fr. Andy (vote)	Approved with proofreading: "This has happened" and/or an to and/or a pay raise Daniel/Margaret, approved (Larry abstained bc absence)
11:05a	Approval of December financials	Mark Koch (vote)	~Motion to approve check signers approved, motioned by finance committee ~Approved: Mark intends to continue as treasurer. Becky to clerk: Larry/Karen
11:15a	Approval of 2018 financials	Mark Koch (vote)	Follow up on using Capital Bank bc of fees (Finance Committee). There may be a few small changes, if designated contribution for the wrong year

			<p>etc, and youth group receipts not turned in.</p> <p>December financials approved: Daniel/Larry</p> <p>Year-end financials approved: Daniel/Sara</p>
11:30a	Preview of 2019 budget & compensation package	Fr. Andy & Sara	
12p	Lunch & fellowship		
1p	Discussion~associate's compensation package	Fr. Andy & Sara	<p>~Move forward with the proposed compensation package but to build into the letter of agreement that if she takes the sabbatical, she remains at St. Andrew's for at least a year afterwards.</p> <p>Sara/Daniel Approved.</p> <p>~Motion to change the amendment that the total of sabbatical in compensation package is \$10,000 at 5 years and \$20,000 at 10 years.</p> <p>Larry/Sara, approved.</p> <p>~motion make the cash compensation \$59,000 (about the half way point between the two salaries). Karen/Daniel. Approved.</p>
1:30p	Discussion: 2019 budget	Fr. Andy & Sara	
2p	Votes on compensation package & budget	Fr. Andy (vote)	<p>~Compensation package as noted above: \$59,000 cash, full family health insurance, and the total of sabbatical compensation is \$10,000 at 5 years and \$20,000 at 10 years.</p> <p>~Daniel amend budget to</p>

			increase sabbatical funding to \$4000 Daniel/Judy, Approved Budget as amended: Approved
2:15p	Break		
2:30p	Discussion: future of the Outreach Committee	Fr. Andy	Brief discussion, more to follow in future meetings.
3p	Discussion: Newcomers' Ministry	Fr. Andy	Tabled for future meetings.
3:30p	Closing Eucharist Fr. Andy	Fr. Andy	
4p	Adjourn		

Overview of

~The vestry of St. Andrew's appoints Sara Siegmann, Doug Rahn, and Larry Bechler as check signers for the accounts at Capital Bank for one year.

*Preview of 2019 budget & compensation package

First, discuss context and name questions without significant discussion

Compensation Package

(See Proposed Compensation Package for Melesa Skoglund)

Question: does the diocese mandate that we pay family insurance?

Question: is there an impact if Melesa's spouse has the option to carry the health insurance? He'll be looking for a job when they arrive. The diocese offers very comprehensive coverage, so it's likely they would choose the diocesan coverage.

Question: when will she start? Answer: Salary starting in June. She's eligible to be ordained June 19 (if Andy goes to school 3 weeks, then ordination will be after that).

Question: Does the diocese mandate how much the church covers of the insurance?

Answer: Diocesan mandate 90% funded, although Andy's is 100% funded.

2019 Budget

Noticing that the rental income is not a guarantee

Question: Is the sabbatical funding on track? Will Melesa have a sabbatical? It's not fully funded 5 years from now (\$5000 short when Andy's eligible for another sabbatical, and wouldn't cover a sabbatical for Melesa if she stays long enough to earn one)

Question: why the increase in water and utilities? Answer: because the water costs are

supposed to go up.

Question: Wedding income--do we actually expect that? Answer: we have one, with a deposit, and if it takes place then it gets put in.

Question: Nursery aids' salary: budget lower than for 2018 Answer: there was an issue with when timesheets were turned in, so 2018 costs also included 2017 costs.

Question: Rector's pension less budgeted for 2019 than 2018. Answer: just took what they're billing us right now, but it might need a little bit of adjustment.

Question: Seminary support again at zero. Probably cut during a deficit budget. Might we add to this now?

Move to approve compensation package: Larry/Karen. Discussion to follow.

Question: less than 1% of budget on youth and children--question of direction of church. (we don't include salaries in this amount, or eg portion of groundskeeping etc)

Question of what ministries would be limited in the future because of committing to this budget. If we can't keep up with the staff expenses, what would get cut?

Question of setting precedent for coving all healthcare. Possibility of keeping stipend the same, fully covering individual (Melesa) but only cover a portion of the family.

Focus on investing in an individual, and what she'll bring in terms of children/youth ministry etc

Question about housing allowance--pastors get to designate for IRS how much is housing.

Question of equity: if we cover 100% of family insurance for Andy, we need to do the same for Melesa.

Question: 3.5% pledge increase a) sustainable for current members? b) analysis of increase of pledges? no, it's just a number that will make us break even in 2025. Question of how we'll get that--both new parishioners and increase from current members. Andy named resistance to budget-driven evangelism. Could use Delemater bequest to decrease the % increase we're looking for, but is that the best use of this money?

Question--is there an expectation that she'll get a cost of living increase every year? Budgeted is 2% every year. (2.35% recommended by diocese, and the vestry voted for 3% increase for all staff for this year).

Question: had we known the expense of the family insurance, would that have impacted the decision to go to the 3-7 years experience level. Possibility of paying 58,000 in cash compensation and 100% family medical. But in three years the salary jumps again. Could we add the bequest to the endowment and use that interest to pay for this?

Note: Delamater bequest has gone to choral scholars and LED lights, columbarium discussion tabled, and we've been leaning toward the endowment. If some of it goes to taking care of this shortfall. We have \$2000 in choral scholars in the budget, which previously hadn't been in the budget. Plus could look at some of the finance charges.

Note: each of the women in ministry here has created growth/maturity/ministries added to the parish. Optimism despite looking at deficits because of the church's commitment to a second rector and our ministries, we can do it. It's not Melesa's job to cover the deficit, but she has huge fundraising and volunteer recruiting experience.

Concern about sabbatical funding.

Should write down somewhere that “we’re not Epic”--expectation that you only get a sabbatical if you come back for at least a year after the sabbatical. Andy agrees to this.

Motion to amend the motion to move forward with the proposed compensation package but to build into the letter of agreement that if she takes the sabbatical, she remains at St. Andrew’s for at least a year afterwards. Sara/Daniel Approved.

Question of fiscal impact of having \$20,000 each in sabbatical money in 5 years means we need to add \$5000 a year to the budget, so \$6000 for the sabbatical line.

We could offer less for sabbatical to Melesa to account for Andy’s experience--is this equitable? What’s common or reasonable? In academia, it’s every 7 years, with application voting and ranking; the amount is set but whether you get it or not is not set.

Could use a portion of the Delamater bequest as a matching funds for new or increased pledges, so investment in increasing pledging and not just paying off deficits. Perhaps in 2020, the year after Melesa is here. This would cover the proposed deficit as well as money we might add in to cover the sabbatical (assuming 60% holdover from new pledges). Or add this and the Peterson endowment funds plus the CD to the endowment? and use the 4% interest as matching funds. But Peterson endowment is limited to outreach.

We still have a year to figure out the future deficit. But should we start a little lower on the cash compensation or sabbatical offer to give us a bigger buffer? Concern that we don’t have very many variable costs in the budget, so there isn’t a lot to cut if our revenue projections are off. And could accelerate her increase each year if revenues increase as projected. (exactly what Martin Luther King Jr said not to do--equity now, not eventually).

Are we saying she doesn’t have 3 years experience? No, saying that we shouldn’t offer the minimum we can get away with.

Motion to change the amendment that the total of sabbatical in compensation package is \$10,000 at 5 years and \$20,000 at 10 years. Larry/Sara, approved.

Motion to amend the current compensation package to to reduce the starting salary from 61,559 to 58,559. Manjula/Doug.

Substitute motion to amend Manjula’s amendment to make the cash compensation \$59,000 (the half way point between the two salaries). Karen/Daniel. Approved.

While it’s not required to have a unanimous decision, the expectation is that when we walk out of the room we speak to the congregation in one voice.

So final compensation package: \$59,000 cash, full family health insurance, and the total of sabbatical compensation is \$10,000 at 5 years and \$20,000 at 10 years. Approved

Motion to adopt the proposed 2019 budget with associate compensation adjusted accordingly.
Larry/Daniel

Daniel amend budget to increase sabbatical funding to \$4000 Daniel/Judy, Approved

Budget as amended: Approved

(write up cross-contamination notes for food)

Proposal: brief conversation about outreach, and continue conversation in next meeting, then do Eucharist at 3:30 as planned. Desire to come up with a charge for the outreach committee. For Donna to take on leadership, with a focus in racial equity--what's our vision for outreach? Andy's desire to see an active and vibrant outreach committee as a priority for us this year. Part of our ministries to provide an opportunity for us to be transformed in the doing--a mutual symbiosis. Note that we're not Santa Clause, it's about relationship not us coming with all the answers and resources. Interest in working with West High School. Things that involve people and create community, that occur with regularity, both small and large. Let's not micromanage Donna and let her follow her passion, but don't let it turn into the photo directory--not something she has to do herself. But anything she proposes would need to be approved by the vestry, either money spent or in programs. Outreach committee has like \$1500 available to them. People request that money from the outreach committee (used to be, committee decided each month both ingathering and who gets a check of the \$1500--we're looking for something different). Andy will provide background to help our discussion. Old policy of tithing on undesignated bequests.