

Meeting of the Vestry
Chapel of the Cross
January 10, 2018

Present:

Molly Meeks, Senior Warden
The Rev. Ben Robertson, Rector

Vestry Members Present:

Amy Barker
Amanda Camp
George Ezell
Oscar Hartman
Dick Lawrence
Debbie Lominick
Brian Martin
Richard Robison
Jim Russell
Bob Williams

The meeting was called to order by Ben Robertson, followed by prayer.

2018 Stewardship (Dick Lawrence)

Dick Lawrence provided a status for 2018 stewardship. As of 1/10/18:

- 115 pledges had been received
- Total amount pledged was \$551,732.00
- There are 39 people who have not yet turned in pledge cards but had previously pledged. Of those who pledged in 2017, their total pledges were \$86,880.

Additional information about the 2018 stewardship campaign include:

- 31 people increased their pledges, increasing by \$32,920.
- 10 people decreased their pledges, decreasing by \$13,060.
- 58 people pledge the same amount as they did in 2017, totaling \$300,012.
- 16 people submitted new pledges, totaling \$48,280

The average amount pledged per unit increased from 2017.

Actions:

- Vestry members need to update Betty Ruth and Dick with the status of all calls to individuals who previously pledged but have not turned in a pledge card for 2017.
- If they are still on the list as not having pledged, please make every attempt to reach them again no later than Monday, 1/15 and ask them to call Dana with their pledge by Tuesday 1/16.

Finance Reports (Oscar Hartman)

The 2017 year end finance reports were not completed at the time of our meeting; however, Oscar provided initial trends.

Although spending and expense was under budget for 2017, income is also under budget.

As of December 2017:

- Pledge income collected was \$524,035 (\$65,965 below our budget of \$590,000.)
- Non Pledge income collected was \$129,000 (\$50,194 below our budget of \$180,000.)

This puts us at \$116,000 behind on income for 2017. The vestry had anticipated a \$26,547 loss that was to be covered by the rainy day fund.

Collection rate for 2017 pledges was 86%; however, there was one single pledge that was not received. With that pledge excluded from the calculation, the collection rate would have been 92%.

Oscar made a clarification that if a pledging member gives in excess of their pledge, the additional funds are still classified as pledge. For example, if a family pledged \$10,000 and they gave \$15,000, the total \$15,000 would be classified as pledge income.

The policy moving forward is that additional funds paid above a pledging member's commitment will be reclassified from pledge income to non-pledge income.

Considerations:

There were a number of considerations that the vestry discussed that could have adversely affected the income numbers:

- **Budget Planning:** At the time of 2017 budget planning, the vestry made the assumption that 16 families that had not yet turned in pledge cards would do so, with giving at the same rate as before. Because of that, the actual pledge commitment was less than budgeted.
- **Increased Designated Giving:** There has been an increase in designated giving that could be replacing gifts that would have normally been made to the general operating fund.
 - Contributions to the capital campaign are coming in ahead of schedule. While the final 2017 numbers were not available, after year one donations were at approximately \$1,000,000 against pledges of \$3.5M expected over 3-5 years.
 - The Chapel received approximately \$45,000 in donations to the historic preservation fund to help offset the costs of the air conditioning repairs in 2017
- **Tax Reform:** While it's only speculation, it's possible that members could be deferring gifts to 2018 as a result of expected tax implications that were announced in 4Q 2017.

Every member who pledged or donated in 2017 will receive a year-end statement. These statements will reflect amount pledged, donations, and variance.

Actions:

- Ben will draft a communication letter to include with every statement that shares pledge and non-pledge budget vs. income, with a reminder that it's not too late to close the gap for 2017.

- Oscar will complete an audit for all large checks to ensure they were attributed correctly between the capital campaign and the general operating fund.
- Brian to contact his banking friend to see if they anticipate any long term impacts to giving as a result of the new tax laws.

The vestry also discussed the need for increased transparency and continued visibility to the finances of the parish. This strategy can be shared at the annual meeting as part of an educational discussion, and may include some combination of the following recurring communications about both the operating budget and the capital campaign:

- Updates in weekly bulletins
- Email Updates
- Mailed letters

Actions:

- Ben to create the first draft of the 2018 financial communication strategy and share with the vestry.
- Oscar to provide a comprehensive view of 2017 income including:
 - Pledge, Non-Pledge, and Plate income
 - Capital Campaign income
 - Designated gifts

Building Updates (Amy Barker)

The completed construction documents are available to review in the library. Smaller copies will be available early next week for check-out from the library if someone wishes to borrow them to review. Please direct any questions to Amy Barker.

Bob Williams made the motion to adjourn the meeting. Amanda Camp seconded the motion, and it passed unanimously with aye.

Respectfully Submitted by Amy Barker