

## **Vestry Agenda and Minutes**

Tuesday, December 16, 2025 – 6:00 pm

Calvary Episcopal Church

**5 pm Vestry Orientation:** Scott, Katherine, Erik, Christina, Allison, Madge, LeeAnne, Joe, Steve, Wes, Jordan

**6pm Vestry Meeting:** All of the above plus Clay, Barbara, Franklin, Mary Jane, Reg, Ginny, Wesley, MC, Terry, Matt, Jessica, Zoe

### **5pm Budget Process & Overview with Class of 2026 Vestry Members Erik / Scott**

- **Scott** – Opening comments and Introductions of Staff, Vestry, New Vestry Members
- **Balance Sheet Overview**
- **Preliminary Income Statement**
  - **Pledges** are primary source of income for Calvary – Good News: Calvary Parishioners are very good about paying annual pledges
  - **Foundation Grants** – Community Foundation Grant received each January
  - **Non-Pledged Gifts** – any financial gift other than pledges
  - **Endowment** - \$8 million total with annual income supplied . . . Endowment is a separate non-profit, with a Board separate from the Vestry, and has Calvary as its beneficiary
  - **LPS Income**
  - **Parking Lot Income** –
    - Calvary owns parking lot on East side of property
    - Rented and managed by 3<sup>rd</sup> party company
    - Major source of income
  - **EXPENSES**
    - **Diocesan Pledge** – based on pledge income
    - **LPS** – associated speaker expenses
    - **Programs** (broken out into various elements of Parish life)
    - **Kitchen / Parish Life** –
    - **Personnel** – Calvary’s largest expense (close to the pledge amount)
    - **Admin** – printer lease
    - **Buildings / Grounds** – largest expense = utilities
  - Overall Budget Plan is to build a balanced budget, not to make a profit
- **Capital Campaign**
  - Breakdown of total amount pledged, collected and spent

### **6pm . . . Opening Prayer / Meditation**

**Clay Woemmel**

### **Planned Giving: The Calvary Legacy Society**

**Bill Craddock & Margaret McLean**

- Calvary’s income: pledges, parking lot income, and endowment
- Legacy Society – a way to give toward the future of the church through an endowment gift
  - Hoping all Vestry will make a commitment via a Gift-Intention form

- Hoping to have 25 – 50 family units make a commitment as Legacy Society begins
- Planned gift can be adjusted based on individual need
- A spiritual decision as well as a financial decision

### **Introduction of New /Current Vestry Members**

**Scott / Jessica**

### **Approval of November Minutes**

**Scott / Jessica**

Jessica and Allison moved approval; unanimous

### **Financial Report & Security Updates**

**Erik / Steve**

- Review & Approval of November Reports – Unanimous approval of November Report
  - *Financial Notes from Margaret McLean were posted on Realm*
- **2026 Budget Review and Approval**
  - Proposed 2026 Budget / Estimate of total 2025 figures / Budget 2025
  - Pledges – planning to grow \$10k over 2025 pledges
  - Overview of 2025 Budget and 2025 Actual used as foundation for 2026 budget, along with 2026 pledges
  - Major new income figure: Mellon Foundation grant for 87 Adams Project - - - 20% of which is allocated directly to Calvary for administrative expenses (an extra \$100k) . . . note that this figure will be gifted this year and next only
  - Major Expense items . . .
    - Kitchen budget adjusted from \$14k to \$23k
    - Price of meals will be increased \$2
      - How / when will this be communicated to the congregation? . . . possibly in weekly e-pistle
    - Salaries include 2.6% COL adjustment
      - Wesley's salary moves from staff to clergy now that he has been ordained
    - Building / Grounds expenses for 2026 will include a/c unit upgrades
  - Anticipated year-end Surplus of \$27,157
    - Some of these funds will be used for Christmas bonuses
  - Security expenses will be less in 2026 now that construction has ended
  - Question regarding whether or not Waffle Shop prices will increase . . . that committee is evaluating expenses, portion sizes, costs, etc.
- **Annual Giving Updates**
  - Non-pledged gifts . . . a parishioner has given a large amount in lieu of pledging
- Matt and Allison moved approval. Unanimous approval.

### **Vestry Committee Updates – offered as needed**

- **LGBTQ** – Clay – 25 people attended a potluck at Clay's & Brooks' home; formation opportunities coming up in January
  - Paige Whittle and Wesley will lead a 4-week Bible Study on Sunday mornings
- **Listening** – many who attended Wesley's ordination have said they've never felt more joy, hope, welcome
- **87 Adams and Mellon Foundation Grant Updates** –

- Mellon Foundation Grant \$996k for programming and design work and community engagement. We can go back to Mellon when we are ready for construction
- \$498k will be received this month; balance in 2027
- Margaret Grace Haltom will be the project lead; Annie Parker will be part of team; team will also include members of the community
- Mellon wants us to ensure \$15k for each of the finalist designers

### **Rector's Report**

**Scott**

- Wesley's Ordination was a great celebration!
- Staff & Vestry Christmas Party at Chez Walters – 12/18 . . . 5:30pm – 7:30pm
- Last Meeting for Some Vestry Members – Allison
  - A wonderful message of thanks from Allison as incoming Sr. Warden
  - Gifts distributed
- 2026 Vestry Retreat Updates – January 17, 2026

### **Reflections on the Year**

**Jessica**

“How Would We Know the Year Went Well?”

- Reference to 2025 Vestry Shared Values listed at the bottom of each month's agenda and minutes
- Handout provided highlighting key work of 2025 Vestry Retreat – and the source of those shared values

### **Meeting adjourned 7:09pm**

Respectfully Submitted,

Madge Logan Deacon, Vestry Clerk

**Next Meeting: January 17, 2026 . . . Vestry Retreat . . . Calvary**

**Note: 2026 Vestry Meetings . . . Monthly, 3<sup>rd</sup> Tuesday, 6pm, @ Calvary**

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### **2025 Vestry Shared Values**

**Community    Listening    Sanctuary    Inclusion**