



VESTRY MINUTES
Sunday, June 21, 2015

Present:

The Rev. R. Justice Schunior, Priest-in-Charge
Senior Warden Peter Sherer
Junior Warden Doris Burton
Vestry Members Stephen Dalzell, Doug Jackson, Mary Thuell
Assistant Treasurer Penny Hanson
Counsel Michael Knipe
Manciple Jack Burton
Mary Anderson Cooper, Acting Register
Susan Block, Parish Administrator for Finance and Membership

Absent:

Vestry Members Gwen Dillard, Fritz Henn, Nora Howell, Martha Huizenga, Karen Wiedemann, Christina White
Treasurer Andrew Stafford
Register Blair Ford

The opening prayer was offered by Michael Knipe.

The minutes of the May meeting, which had been distributed electronically, were approved.

A quorum was established and the agenda was approved.

The Senior Warden reminded Vestry Members that it is important for them to read and respond to draft minutes when they are distributed electronically in order to save agenda time at meetings and so that the minutes can be posted on the website promptly.

SENIOR WARDEN'S REPORT

The Senior Warden's report was distributed in advance. It was noted that the summer worship schedule (services at 10 a.m. and 5 p.m.) will continue through September and into the first week in October. Sunday School will resume the second Sunday in October, as will the schedule of services at 9 and 11:15 a.m. and 5 p.m. With these corrections, the report was approved.

TREASURER'S REPORT

The Treasurer's Report was presented by Assistant Treasurer Penny Hanson. She noted one correction: the Year to Date figure for 2015 expenses should be \$332,849. She said that we are at about 42% of budget in both income and expenses at the end of May. A serious concern is that the amount budgeted for pledge payments from past years is likely to have a total shortfall of about \$10,000. In past years, the amount budgeted was generally reached by this point in the year, but it appears that people who have gotten behind on their pledges for 2014 are not going to pay them.

Penny reported that the Vision 2020 account has been closed and its remaining funds merged with the existing account. She expressed great appreciation for the stalwart service of Vision 2020 Treasurer Linda Ewald. The Senior Warden offered to write a letter of thanks to Linda for her devoted work.

Penny distributed a document outlining the budget-building process for the 2016 budget. The Senior Warden asked if the budget could be built by the end of September, before the Canvass, given that this year will be difficult financially. We are still living into the new building and learning what its costs and savings will be. A budget needs to be in place before a new Rector arrives, and it is possible that less will be received in pledges if the budget is not in place. Penny responded that 80% of the budget will be known in September, but that the great unknown is income. The Senior Warden suggested that the Finance Committee draft a budget, set priorities, and then mesh that with the Canvass results. The Assistant Treasurer said establishing priorities early would help to address the unknowns in the budget with regard to income.

Manciple Burton noted that parish managers are not being asked to hand in an accounting for their expenditures. There is a manual for how to do that, but managers have not been required to follow it. The Senior Warden noted that, despite this failure, groups have been good about staying within budget and the Finance Committee has done a good job of keeping them within guidelines. Treasurer Stafford is working with the bookkeeper regarding reporting to parish managers on their expenses, and Assistant Treasurer Hanson will do a briefing for new Vestry members on the budget, to which all members are invited.

SHRINE MONT ON THE HILL

The Senior Warden reported that the feedback has been very positive. He will gather input from small groups and prepare a plan by the end of July. It appears many people still want a weekend away, in part because of the opportunity that the free time offers to form new friendships with people they had not been close to before. He noted that families with children were significantly underrepresented at Shrine Mont on the Hill despite the offer to provide babysitters, who were subsequently cancelled when nobody signed up to use their services. It was suggested that the survey on Shrine Mont be mailed to those families. There was discussion of how to help families participate, including giving those who do register the opportunity to contribute to a fund to help families attend. There was agreement that Shrine Mont is a good way for people from all three services to meet others and become involved in activities they may not have known existed.

JUNIOR WARDEN'S REPORT

Junior Warden Burton distributed a Historic Preservation Committee Report, which recommended that the Committee be revived. She noted that the church anticipates receiving a series of bequests that need to have priorities established. She suggested that a “wish list” for the building be established in consultation with the Finance and Fabric Committees. The Assistant Treasurer pointed out that we have traditionally rejected the establishment of endowments to specific areas because of competition with the general budget. She cited examples of bequests that had been made for a specific purpose that did not include enough money to accomplish the specified goal, thus forcing the parish into the position of either rejecting the gift or paying the additional cost.

The Senior Warden stated that the parish primarily wants and needs unrestricted bequests. He recommended that action on the proposal regarding the Historic Preservation Committee be postponed until the next Vestry meeting, noting that the Vestry should consider more fully its policy on designated funds. He suggested that the Historic Preservation Committee might be made a part of the Fabric Committee, rather than a separate committee.

The Junior Warden noted that the Historic Preservation Committee is primarily concerned at present with getting the archives into usable shape, with documents archivally protected.

YOUTH AND FAMILY MINISTRY

Vestry Member Dalzell reported that the Youth and Family Ministry Committee had met with several candidates and selected Caroline McReynolds-Adams to be Director of Youth and Family Ministries. She will begin work on September 1. The Youth Activities fund paid for her travel to DC and some of her moving costs. The Youth and Family Ministries program strategy has been revised to incorporate ideas from Shrine Mont on the Hill. Some St. Mark’s young people are participating this summer in the Mountain Stewards and Royal Society of Church Music programs.

Pam Lacey will continue to provide leadership to the Youth and Family Ministries program until Caroline comes on board. Caroline will have an Advisory Committee and the Youth Activities Board to support her in her work.

MEMBERSHIP COMMITTEE

Vestry Member Mary Thuell presented a memo from the Membership Committee suggesting a mechanism to implement the By-Laws change adopted at the Annual Parish Meeting of 2015 concerning ways to affirm the wish of individuals to be members of St. Mark’s. Susan Block noted the importance of avoiding having two campaigns, one for membership and one for the Canvass. Priority needs to be given to the Canvass, while making it easier to be a member. The By-Laws require that, in order to be a member, a person must make a contribution of record within 12 months.

Penny Hanson noted that our new Rector might have views on this matter, so any decision should be for one year and subject to revision. The Priest-in-Charge agreed to research the question of how letters of transfer from other denominations are handled.

Vestry Member Jackson proposed a friendly amendment – shown in italics and through words crossed out below. Vestry Member Thuell proposed, Vestry Member Dalzell seconding, that the resolution as amended be adopted. The text follows:

THE VESTRY HEREBY RESOLVES that a person may affirm his/her wish to be a member by doing one of the following:

- 1) Making a pledge (promise) to donate a specific dollar amount to the annual stewardship canvass for the calendar year in which the next Annual Meeting is to be held. Anyone making such a pledge may do so on behalf of him/herself alone, or on behalf of him/herself and his/her spouse or partner.
- 2) Transferring his or her letter of membership from another ~~Episcopal~~ church to St. Mark's, *as permitted*.
- 3) Becoming confirmed in or received into the Episcopal Church through St. Mark's.
- 4) Indicating their wish to be a member by a method of affirmation to be *determined and* implemented in collaboration with the Canvass Committee, Membership Committee and church staff members responsible for administering membership records of the parish. An individual who makes such an affirmation will become a voting member of St. Mark's for the calendar year in which the next Annual Meeting will be held. Anyone making such an affirmation may do so on behalf of him/herself alone, or on behalf of him/herself and his/her spouse or partner.

The Resolution was approved. The issue will be reconsidered at a later date.

Manciple Burton pointed out that people can be members of St. Mark's without being Episcopalians.

20s/30s CHARTER

Junior Warden Burton moved and Senior Warden Sherer seconded that the proposed charter be approved. With one member opposed, the charter was approved.

WHAT'S WORKING/ WHAT'S NOT WORKING?

The Senior Warden will publish his "First 100 Days" document in a Gospel article.

The Junior Warden will distribute draft calendars for parish activities for the next year.

Help is still needed with preparations for coffee hours and for pub lunches. The Senior Warden said he would circulate a sign-up sheet for pub lunches.

The closing prayer was offered by Manciple Burton and the meeting was adjourned.

Respectfully submitted,
Mary Anderson Cooper
Register 2011-14