

**Minutes of the Vestry
St. Mark's Church Capitol Hill
June 17, 2007 Adams Room
Approved July 15, 2007**

Present: *Clergy:* Paul Abernathy, Rector
 Wardens: Louise Walsh, Jim Michael
 Vestry: Kenn Allen, Eileen Blumenthal, Doris Burton, Kathy
 Gerhard, Kristen Hartke, Don Mosher, Lisa
 Sotir Ozkan, and Bruce Sherman
 Officers: Charley Donnelly, Manciple
 Pete Carlson, Acting Treasurer
 Register: Susan Sedgewick (recording)

Absent: *Vestry:* Margaret Wood
 Counsel: Rosemary Harold

The meeting began at approximately 2:15 with a prayer by Lisa Sotir Ozkan.

The motion to ratify the Vestry decision made at its May meeting to give Associate Rector Shearon Williams \$10,000 upon her departure was unanimously passed.

Action Items and Discussion

1. Registers's Report

The motion to approve the minutes of the May 19, 2007 Vestry meeting as corrected passed unanimously.

2. Acting Treasurer's Report

Pete Carlson, in reviewing the monthly financial statements, noted that expenses had been much higher than normal during April and May. He explained that a number of large one-time annual payments for clergy and staff pension, clergy social security, and property insurance had fallen in April, rather than being spread out over the year. Similarly, nearly \$20,000 in outlays by the Outreach Board had fallen in May, rather than being spread out over the year. Because these expenses were anticipated, and had been budgeted for, there is no reason for concern.

In response to a question about sources of funds to purchase additional chairs for the Nave, Pete noted that there is \$73,000 remaining in the various building-related accounts for 2007, which could cover the cost of the chairs, and that it is up to the Junior Warden and the Fabric Committee to decide how this purchase stacks up against other competing priorities for the use of those funds. He also noted that there is not the slack in the budget this year that would allow the Vestry to reallocate

funds from other areas for this purpose. Further discussion was tabled until the July Vestry meeting.

3. Junior Warden Report

--Jim Michael presented the Repairs and Maintenance Account Activity report from January 1 to June 16, 2007. As of June 16, expenditures were made for air conditioning repairs, roof repairs, plumbing, security, painting, cleaning of Parish Hall carpet, etc.

--As for the status of the planned Columbarium, Jim announced that he is close to signing a contract with Everest Columbariums. Construction will start 8-10 weeks later to allow for the delivery of the units to be installed. These units will be stored in the Chapel area. Expectations are that additional units will be sold once construction starts.

--Jim will be managing the space behind the Parish Hall mural now that the St Mark's Players have vacated it.

--Jim will conduct a review of all the electrical and mechanical closets to ensure no hazards are present. Materials currently stored in these areas may need to be removed.

--Jim provided the Vestry with an outline of his program goals for this year. As there was not enough time at this meeting, it was decided to allocate an hour in the July meeting to address his proposed facilities plan.

4. Personnel

a. Search for new Assistant/Associate Rector:

The Vestry unanimously approved Scilla Adams and Jim Brooks to serve as co-chairs of the Search Committee for a new Associate/Assistant Rector.

-- The co-chairs will form a committee of about six people. They will keep in regular contact with Paul, the wardens and the Vestry. They will also meet with the parish in the fall. They are to present approximately 3 clergy candidates to the Rector for his consideration. The Rector will give his recommendation to the Vestry for its approval.

--The expectations are that the Search Committee will have conversations with various parish leaders to develop a sense of the role this clergy member should play at St Mark's at this time in the life of the parish. The Vestry will invite Scilla and Jim to its mini-retreat on June 27th (to be held at the home of Kristen Hartke) where it will listen to and discuss Paul's "Role of the Rector" concepts with the idea of gaining an understanding of the role of the next Assistant or Associate Rector. (This discussion would have been held in May but for the death in Paul's family.)

--Bruce Sherman suggested that the "future of St Mark's" be included in these discussions leading to deciding what to look for in an assistant or associate rector. He also urged a deadline for the committee and the development of a job description for the committee's use in their search.

b. The need for Interim Clergy

Paul suggested the envisioned schedule for the search committee for an assistant or associate rector would obviate the need for an Interim Associate Rector. He is to arrange for adjunct clergy to provide pastoral care to meet the needs of the parish during the month of August, when he will be on vacation. Adjunct clergy would not be required to perform marriages.

c. Youth Choir Director

Paul announced Ben Hanson has been hired to this position. We expect him to start in September.

d. Keith Reas sabbatical planning update

--Paul reported a Director of Music Sabbatical Committee has been formed. This committee is needed to ensure all aspects of the sabbatical are addressed

-Paul will discuss the requirements for contracting with an Interim Organist at the July Vestry meeting.

5. Other Vestry actions

- a. Vestry unanimously approved the Ad Hoc Sign Committee fundraising Book Sale.
- b. After some discussion, Vestry unanimously approved the following to serve on the St. Mark's Players Committee: Rick Rutherford, Jerry Dale, Rick Hayes, Stephanie Deutsch, Pamela Blumgart, Eileen Blumenthal, and Tom Wickenden.
- c. Vestry unanimously approved recognizing Nancy Karpeles outstanding service in directing the St. Mark's young children's choir from 2005-2007. A favorite of children, Nancy served then with delight and inspiration. The Vestry especially recognizes Nancy's unflagging commitment during the period of recruitment for a permanent director. Nancy's was a gift of talent and time that the entire parish deeply appreciates.
- d. Vestry approved the Director of Youth Ministries, Summer Sunday School fundraising proposal, option #2 which will allow parents and others to be solicited to contribute matching funds to those the children donate. The Summer Sunday School fundraiser is to encourage the participating children to relate to the theme

of the summer program. One Vestry member abstained as they had not had a chance to read the proposal.

6. Post-Shrine Mont discussion

Louise reported the outstanding work done by the Shrine Mont participants in their 10 small group discussions. She gave the Vestry copies of the small group presentations, which will be passed along to the Parish as well. She noted the concerns expressed about space, educational opportunities, how we treat one another at St. Mark's, especially people of color. As for the projects suggested at Shrine Mont, she noted the mindfulness and involvement aspect in contrast to the practice of writing checks. The next step will be hearing and understanding Paul's vision.

Paul thanked Woody Osborne, Louise and Jim Michael for providing the forum for lively discussion. He said he admired their intellect and energy to take the reactions and to bring the Shrine Mont results back to the Parish. The next step will be the preparation of a letter to the Parish.

7. Hospitality Matters

Louise recognized the outstanding work of the outgoing Hospitality committee chairs, Jane Michael and Robbie Williams and announced the new chairs are Elizabeth Long and Michelle Strange. She noted the need to link the Vestry Welcome Table materials and the efforts of the Hospitality Committee, mentioning the need for follow-up with newcomers with a phone call, etc. She will look into this process further.

8. Use of Space

It was noted that the use of St Mark's nave for the ONE rally was a one-time event and not an on-going commitment.

9. Vestry Fall Retreat

The Fall Retreat is being scheduled for a weekend in early November. This retreat will allow the Vestry to address the results of the 2007 Canvass. The role of Vestry Liaisons and Pillar Heads will be on the retreat agenda.

July Vestry Meeting

The July meeting will be held on July 15 from 1:30 to 4:30.

Agenda Items deferred to the July meeting

Junior Warden's Program for the Year
Lichfield connection
Nave Chair funding
Alcohol policy

Shrine Mont Follow-up Process
St. Mark's Players Charter vote
Interim Organist Contract

Closing prayer was offered by Kristen Hartke. .

The meeting was adjourned at 5 o'clock.

Respectfully submitted,

Susan Sedgewick
Register