



## AGENDA

**Vestry Meeting: May 17, 2015**

**1:00PM**

**Vestry Members Present:** Rev. Justi Schunior, Peter Sherer, Doris Burton, Martha Huizenga, Doug Jackson, Gwen Dillard, Nora Howell, Jack Burton, Andrew Stafford, Penny Hansen, Fritz Henn, Blair Ford, Steve Dalzell, Christina White, Mary Thuell (arrived 1:45 PM)

**Vestry Members Absent:** Michael Knipe, George Meng, Karen Wiedemann

**Parishioners in Attendance:** Jessie Babcock, Raiford Gaffney

- I. **Call to Order:** The meeting was called to order at 1:00PM.
- II. **Opening Prayer:** Martha Huizenga offered a prayer.
- III. **Approval of Minutes:** The minutes from the April meeting were provided electronically. Fritz Henn moved to approve the minutes. Doug Jackson seconded the motion and the **motion passed.**
- IV. **Approval of Agenda**
- V. **Treasurer's Report:** The treasurer's report was provided electronically. Andrew Stafford reviewed the budget and noted that a mistake was made in last month's income report on line 40030 and that the correct and considerably lower amount is contained in this month's report. He noted that we have made another principal payment of \$33,000 to the bridge loan this past month and now owe \$267,000. The report included three proposed motions from the Finance Committee for vestry consideration.

The first proposed motion would change the signatories on both St. Mark's loans from the Co-chair and Treasurer of the Vision 2020 Steering Committee to the Senior Warden and Treasurer of St. Mark's Church. Fritz Henn moved to accept the motion as submitted. Doris Burton seconded the motion. The motion **passed (see attachment).**

The second motion requested the following: "Effective January 1, 2015, it shall be the policy of St. Mark's Church that all proceeds of bequests, which are not specifically targeted by the bequestor to other approved activities of the church, be devoted to paying down the principal of the \$1 million loan now held by National Capital Bank." Doris Burton moved to consider the proposed motion. Peter Sherer seconded.

Nora Howell then moved to amend the motion to read that 90% of the bequest be used for this purpose and 10% be allocated to the building replacement fund (70517). She commented that this is a responsible action to ensure that St. Mark's is in a good position to manage building long term needs going forward and allow us to avoid taking another loan. Gwen Dillard seconded the amendment.

Penny Hansen responded that allocating the money to the building replacement fund could slow the payments of our line of credit costing additional interest now while waiting for the accrual of additional funds for large scale projects in the future. She advocated paying down the loan as quickly as possible instead of committing to other projects. She also noted that this proposal was first presented to the vestry in January 2015 when the Finance Committee made the decision not to recommend that we apply for a mortgage. Under the best of terms, the annual mortgage cost would be ~ \$25,000 more than we are now paying on the line of credit. Using bequested funds to pay down the principal was the primary alternative to a mortgage. Fritz Henn commented that as a Vestry, we have the ability to allocate additional funding for the building if a need arises. Nora Howell noted that her motion would signal a long term commitment to St. Mark's infrastructure.

Peter Sherer highlighted that both the Vision 2020 loan and the building fund are unlikely places to receive extra money at St. Mark's; therefore, this is a tough decision. Justi Schunior suggested that ongoing capital campaigns are the way of the future. In response, Peter commented that it doesn't make sense to run a campaign to pay down the debt. Instead, it is better to have a campaign for the building.

The amendment was defeated.

**The question was called and the original motion passed.**

The third proposal would restore an annual cost of living adjustments for St. Mark's staff salaries in 2016, a policy that St. Mark's used to have in place. This would take effect for staffers who have been at St. Mark's for at least one year. Doris moved the proposal. Gwen seconded the motion. Doug Jackson questioned why the policy was removed previously. Penny Hansen noted that the church couldn't afford it. Andrew commented that he would like to bring it back as a goal that St. Mark's works toward. Gwen noted that the Finance Committee will have input as to how this is implemented and highlighted that the motion shows a commitment to the St. Mark's staff.

Jack Burton noted that the wording of the motion is contrary its authority. He noted that the Vestry must vote on any changes to salaries and that the motion should reflect that any changes are a recommendation from the Finance Committee to the Vestry. Gwen Dillard suggested that the motion read "...amount of adjustment will be recommended by Fin. Com...." Doris noted that Finance Committee should be capitalized.

The Treasurer accepted the changes as a friendly amendment. The motion **passed as amended**.

## **VI. Report from the 20s and 30s and Approval of the Charter**

Jessie Babcock and Doug Jackson, two leaders of the 20s and 30s group, presented the new charter and vision. The hope with the charter is to institutionalize the group. Throughout the past year, they have pursued different types of programming, partnerships, and outreach. The group hopes to better integrate their members into the parish, encourage them to pledge, and to foster and strengthen intergenerational relationships within the parish.

The group is seeking approval for the charter at its annual meeting today and will submit to the Vestry in June. Additionally, at their annual meeting, the group will elect new leadership. Doug and Jessie asked for the Vestry to support the new council and to help identify opportunities for the 20s/30s to grow and engage with the parish.

Steve Dalzell commented that the group has an opportunity to reach out to those parishioners who are early 20s, but considered "older youths" in the congregation as they have been coming to St. Mark's their whole lives.

In discussing the qualifications for membership in the group, Doug commented that it is difficult to know how many people are in their 20s and 30s. Doug reiterated that, while the group's programming targets those in their 20s and 30s, all events are open to anyone. Martha Huizenga noted that the group could send email announcements to the main members and add an announcement to the bulletin to promote inclusivity. Christina White suggested that in order to be a member of the leadership council, it should be a requirement to be a pledging member of St. Mark's. This evolved into a broader conversation surrounding younger members' involvement in the church. Doug and Jessie indicated that 20s/30s would not create a higher bar for leadership within the group at this time, but that future leadership of the group could revisit the issue.

## **VII. Senior Warden's Report**

- A. Update on Shrine Mont on the Hill:** Peter Sherer noted that the planning for Shrine Mont on the Hill (June 13th) is moving forward. Almost all of the challenge proposals have been added to the strategic plan folder. In addition, Penny Hansen is making progress on organizing the lunch for the parish. Karen Wiedemann is responsible for coordinating the breakfast. We are anticipating around 100 parishioners. In the coming

weeks, vestry members should encourage friends and other parishioners to sign up and attend. To sign up, there is an online system as well as a traditional sign up list. Doris has coordinated a caller for the dance.

Peter highlighted that the purpose of the small group session is to engage the congregation with the challenges, to explain the Vestry's current strategic thinking, to compile any parish ideas, and to enlist new challenge volunteers.

The proposed schedule for the weekend is:

9:00 AM- 9:30 AM: Breakfast is served.

9:30 AM- 11:00 AM: Peter will offer an introduction and the parishioners will break into the challenge groups.

11:00 AM- 11:30 AM: Plenary session to review the challenge groups.

11:30 AM- 1:00PM: Lunch served and the square dance begins.

- B. Update on Interim Rector:** Michele Morgan has signed our letter of agreement. We are waiting on the bishop to sign the letter as well. Michele will be with us on June 13th, and preach on Sunday. Justi Schunior noted that beginning on June 14th, there will be one morning service at 10:00 AM through picnic Sunday.
- C. Posting Vestry Agendas and minutes on the website:** We are working on posting the meeting agendas well enough in advance to see if any parishioners are interested in attending. We will try to send the minutes out from each meeting within a week and post online. Doris Burton moved that Vestry meetings between June and August begin at 12:15 PM following the one morning service. For Sundays with two morning services, Vestry meetings will follow the second morning service at 1:15 PM. Nora seconded the motion. The motion **passed**.

#### **VIII. Junior Warden's Report (electronic)**

The Junior Warden's Report was provided electronically. Doris Burton highlighted that the Buildings and Grounds fund now includes the Shower Funds. Additionally, Doris noted that Nora Howell is working on finalizing Ed Green's contract. Peter emphasized that Doris has done a great job of getting everything under control for the grounds.

Doris announced that May 24th will be "Spread a Bag of Mulch Day" after church. There will be ice cream for parishioners that help.

Doris also thanked everyone for their help on the garden. Jack Burton and Doris did a phenomenal job in organizing this day.

#### **IX. Standing Committee Reports**

- A. Youth & Family Ministries Report (electronic):** The Youth and Family Ministries Report was provided electronically. Steve Dalzell noted that May 17 was Banner Sunday. The Committee is continuing to plan for the summer trips. The Committee is working on scheduling a Safeguarding God's Children training session for the fall.

The Committee is continuing the search for the new director. They have interviewed three people on site; unfortunately, the Committee couldn't reach a recommendation to hire. Therefore, the Committee is interviewing a fourth candidate from Nashville, TN. Steve notified the Vestry that the Committee is using funds from the designated fund for youth activities to invite the candidate to interview in DC.

- B. Membership (electronic):** The Membership Committee is working on two items: the draft of the challenge goals for Shrine Mont on the Hill and the methods of affirming membership. Mary Thuell is working with the Parish Administrator to outline a feasible and practical plan for defining membership. Mary is optimistic that membership will have a document for the Vestry to review during the June meeting. Doris suggested looping in Mike Townsend.

- X. Old Business:** No old business was discussed.

**XI. New Business**

- A. Greeting Schedule:** Everyone should sign up for a slot to greet during the service, especially during the 9:00 AM service.
- B. Social events:** These social events serve as an opportunity to bring the congregation together. We hope to have an opportunity every month.
1. **Beer and Hymns (June 10)**
  2. **Shrine Mont on the Hill (6/13)**
  3. **The Crab Feast (7/26)**
  4. **Picnic (8/30 or 9/6?)**
  5. **Halloween Costume Party/Dance (10/30)**
  6. **Cocktails and Carols (December)**

We are looking for ideas for January and February. One vestry member reminded the group that February 9th is Fat Tuesday, around which time we have often had a Mardi Gras party, and that we are due for a Wake Up the Earth festival to support a likely youth service trip in trip in summer 2016.

It was proposed that this list be interfaced with the St. Mark's Social Life calendar.

Raiford Gaffney suggested that the budget reports be published for the congregation. The Vestry will work on this.

- C. Installation of the Interim Rector**

**D. Approving the Outreach Board Charter:** The vestry unanimously **approved** the Outreach Board Charter, as recommended by the Co-Chairs of the Outreach Board (Doug Jackson moved to approve the changes and Martha Huizenga seconded the motion).

**XII. WWWN (What's Working/What's Not):** One Vestry member noted that the Google Drive instructions should include how to upload a document. If a Vestry member uploads a document, s/he should email the group that a document has been added.

Martha Huizenga requested that for any social events after a church service, there should be a definitive start time.

Jack Burton posed that the Vestry should reconsider the two year term limit for leadership. He suggested that there should be a possibility for a three to four year term to encourage lay leadership development.

**XIII. Closing Prayer:** Gwen Dillard offered the prayer.

**XIV. Adjournment:** The meeting was adjourned at 2:45PM.