

Minutes of the Vestry Meeting

Sunday, May 21, 2017

1:15 p.m.

Present:

Clergy: The Rev. Michele Morgan, Rector

Wardens: Nora Howell, Senior Warden; Kenn Allen, Junior Warden

Vestry Members: Jim Brooks, Tracy Councill, Stephanie Deutsch, Thia Hamilton, Jenifer Holland, Doug Jackson, Alix Periera

Officers: Mary Anderson Cooper, Register: Martha Huizenga, Treasurer; John Edwards, Assistant Treasurer; Michael Knipe, Counsel and Manciple

Absent: Vestry Members Beth Mahood and Karen Wiedemann

Guests: Raiford Gaffney, Beryl Lillaston, Grady Hedgespeth

The Rector presided at the meeting and offered the opening prayer.

The Minutes for the March and April meetings and the Post-Annual Parish Meeting were approved

electronically prior to the meeting. The Rector expressed her preference for having the Minutes

presented for approval during meetings so that any concerns can be discussed.

CHECK-IN AND SHARING

Kenn Allen reported that he had participated in a stewardship conference that was very helpful. He dis-

cussed the “Church in Your Pocket” app which can be built for each church individually and includes a

giving possibility that can be set up for recurring gifts.

Jim Brooks reported that he had served as a substitute chaperone for the teen retreat, which had gone

very well.

TREASURER’S REPORT

Martha Huizenga reported that the pledge income has gone back up after a dip during the first quarter.

Income is running ahead of expenses at this point. She has met with a diocesan representative about

the financial trajectory in coming years.

She noted that the finance Committee is working on a gift acceptance policy that should be ready for

presentation at the June meeting.

Jim Brooks questioned why the Vestry had approved a budget with an $18,000 deficit, suggesting that a

balanced budget should always be the goal. The Rector explained that the deficit was agreed to because

staff changes were anticipated that would reduce actual expenses. She observed that staff expenses

may be increased despite the departure of the Associate Rector to a new job because it has been

necessary to hire some short-term temporary staff. She said that her experience with the office staff in

her time at St. Mark’s has shown her that the demands of the jobs are very complex, especially with the

management of the new space, and that it may be necessary either to increase staff or to reduce

services provided.

Jim Brooks asked to be provided with pledge numbers for the last several years.

Doug Jackson inquired why attendance numbers are lower but income is higher. There are several con-

tributing factors, including an early Easter, the Rector’s installation, and the Associate Rector’s last

Sunday.

ANNUAL PARISH RETREAT

Nora Howell reported that Kit Arrington is running the signup process for the Annual Parish Retreat at

Claggett on June 17-18. She needs help with the manual sign-up process for those who do not register

electronically. The theme is “Being in Community”. There will be less program and more social time

than last year. A bus will be provided there and back, and swimming and square dancing will be avail-

able.

JUNIOR WARDEN’S REPORT

Pub Lunch: Kenn Allen announced that the date selected for the Vestry to do coffee hour, Pub Lunch,

and snacks for the 5 p.m. service is June 11.

Property issues: He reported that Doris Burton will manage two ongoing building projects. One of the

tower windows is being repaired and will be replaced. The chapel ceiling has had water damage over

the years. The leak has been repaired and the ceiling will be plastered and painted.

Third Street Garden: Kathryn Powers and Fritz Henn are in charge of this project. The proposed rain

garden cannot be built there because of city requirements and concern about having water against the

brick wall and stone foundation of the church. A landscape gardener is being consulted and tables and

benches may be installed if permits can be obtained from the city, which technically owns the property

up to the church wall. There is a possibility of seeking a grant from the Capitol Hill Community

Foundation since the garden will be available for community use.

Sandstone repairs: There are several pieces of sandstone on the building exterior that are in danger of

falling. The exterior steps near the walkway to the parish house also need repointing.

HVAC: HVAC for the old undercroft and the nave needs to be replaced. Monarc has arranged for an

estimate of $170-200,000 for a system that will last for up to 25 years.

Other issues: There is a fault in the alarm system that is causing annoying buzzing early in the day.

The matter is being investigated.

The Christian Education Room is being cleaned up. Flickering lights in the nave are being investigated, as

are improvements in the sound system.

Stephanie Deutsch expressed her appreciation for the appearance of the stained glass windows since

they were cleaned and had their protective covering replaced.

PROPOSED BY-LAWS CHANGE

The Rector noted that this year the placement of the Annual Meeting on Laetare Sunday and so close to

Holy Week added a significant burden on the staff and lay leaders. She noted that, under the current

calendar, the date for the 2018 Annual Parish Meeting would be March 4 and asked if it could occur in

February instead. The Senior Warden pointed out that the bylaws specify that the Annual Meeting

occur on the second, third, or fourth Sunday in Lent. Therefore, no bylaw change would be required

to hold the Annual Meeting on February 25th. The church calendar will be adjusted accordingly at the

next Calendaring Meeting.

PARISH LEADERSHIP AND VESTRY LIAISON REPORTS

Arts and Stewardship: Tracy Councill reported that this is the 40th anniversary of the Yoga Studio, and

they want to celebrate in some way.

Parish Life: A Pillar Chair is needed to coordinate several social events.

Membership: Jenifer Holland and Stephanie Deutsch reported that a print brochure and other items

are being developed. Barracks Row in September will have a St. Mark’s booth and there will be a

July 4 parade where St. Mark’s will have a presence.

The use of nametags is strongly encouraged. There needs to be a way for visitors to make nametags

for themselves, perhaps red for their first visit and black when they return.

Liturgy Planning Team: LPT has lately been doing mostly scheduling but is now evolving toward planning

liturgy.

The Rector will be on vacation for two weeks in July and some days in August. Creative planning is

underway for her absence.

LPT rejected a request from the Archives Committee to plan an observation of the 150th Anniversary of

the founding of the parish (1867-2017) but agreed to Archive’s request for an observance of the 100th

anniversary of Verna Dozier’s birth. The Rector has invited Stephanie Spellers, a Dozier scholar, to

preach that day. Susan Flanders and Pete Eveleth have also offered to help with the observation.

Communications: Thia Hamilton reported that there are several projects underway. The Committee

is looking at ways to better coordinate the output of information so everyone gets it at the same time.

Parish Leadership: Nora Howell reported that Vestry greetings are going well and asked members to

sign up on the Google Drive for open slots. Greeters are still needed at the doors.

Tracy Councill volunteered to serve as liaison to Youth and Family Ministries if Beth Mahood, who was

absent, was not available.

Pop-Up Forums: The Rector reported that she generally decides when to have such forums but would

welcome suggestions for topics from parishioners. Since they tend to happen at the last minute, it is

important to find a way to include people who attend the 11:15 service, who often do not know the

forums are happening.

NEXT MEETING:

June 25 at 1:15. Vestry Members were requested to think about what would make serving on the

Vestry a successful undertaking for them.

The closing prayer was offered by Stephanie Deutsch.

Respectfully submitted,

Mary Anderson Cooper

Register

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