

St. Mark's EPISCOPAL CHURCH

Capitol Hill

3rd & A Sts SE,
Washington, DC



Minutes of the Vestry Meeting

Sunday, April 15, 2018

1:15 p.m.

Present:

Clergy: The Rev. Michele Morgan, Rector; The Rev. Scott Lipscomb, Assistant Rector;
The Rev. Cindy Dopp, Deacon

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

Vestry Members: Stephanie Deutsch, Thia Hamilton, Christina Herman, Brandon Dunn Knight,
Amber Macdonald, Beth Mahood, Alix Pereira,

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

Absent: Vestry Members Jim Brooks, Tracy Council

Guests: Raiford Gaffney, Rob Hall, Jackie Boddie, Beryl Maloney Lillaston, Grady
Hedgspeth

Stephanie Deutsch offered the opening prayer. The Rector chaired the meeting which began with sharing of personal and professional updates by members of the group.

MINUTES OF THE MARCH MEETING. The minutes of the March meeting were distributed electronically prior to the meeting and posted on the Google Drive. They were unanimously **APPROVED.**

TREASURER'S REPORT: Martha Huizenga reported that income is running a little behind but expected to even out. Transfers have not yet been made for the Rector's sabbatical fund and building maintenance reserves. The Senior Warden noted that the canvass for 2018 has slightly exceeded the goal.

STEWARDSHIP: Rob Hall and Jackie Boddie were present to report on the Extended Vision 2020 Campaign. There will be a gathering at Rob's home on April 28 to kick off the campaign for newer members of the parish. A meeting with elders is also planned. Jackie is looking into doing 30 second film clips with parishioners saying why they give.

The Rector stressed the importance of all members of leadership making a pledge to the campaign. Kenn Allen noted that people look to Yelp for information on churches before selecting one to attend. He suggested making an effort to have positive reviews posted by newcomers.

Rob Hall reported that people with whom he has talked about the campaign are interested in knowing how the funds will be apportioned among the priorities covered – new HVAC, reducing the mortgage, an improved sound system, repairs to the tower, and a gift to a cause. The Senior Warden responded that estimates on costs for repairs will be available soon, after which decisions can be made on how to allocate funds raised. The Finance Committee is working to develop a proposal to that end.

Rob reminded the Vestry that we still have an offer of a match for all new pledges, up to a total of \$100,000.

RECTOR'S REPORT: The Rector reported that Holy Week had gone very well, although attendance at Tenebrae and Walking After Jesus was low. She noted that having Scott Lipscomb on board as Assistant Rector is a big help and that his role will be to bring people into the church, while Cindy Dopp's role is to send people out into the world. Jason Kent West is on board as Interim Director of Music while Jeff Kempskie is on sabbatical. Michele will be away for three weeks this summer on a pilgrimage to British Columbia.

SENIOR WARDEN'S REPORT: Nora Howell reported that Julie Murphy is the new leader of the Parish Life Pillar. Rosemary Harold has agreed to serve as Vestry Counsel. Nora is still working on finding a co-chair for Outreach.

SECURITY INSPECTION: The DC Emergency Response Team visited the building and made recommendations. They offered to make a presentation on how to develop an emergency plan, identify safe rooms in case of emergency, plan for fire drills, etc. Michael Bloomfield will coordinate this effort.

JUNIOR WARDEN'S REPORT: Kenn Allen reported that he anticipates an early May second report from the preservation company on the condition of the tower and the exterior of the building, with a plan of attack and cost estimates. The tower is more damaged than earlier thought. The chimney on the North end of the east side needs rebuilding. A grant application has been made to a DC historical body and to the Fund for Sacred Places to help with costs.

Regarding the HVAC repairs for the nave and Turner Wing, the next step is testing that will inform the Design of and specifications for the new system. That will lead to solicitation of bids, selection of Vendor and installation. We need to be prepared for the reality that the work will not be finished before summer. The roughly estimated cost is \$200,000 to \$250,000.

The Fabric Committee has interviewed a company that will prepare a proposal for improving the sound system.

The floor in the foyer and approach to Baxter Hall has begun to separate and raise slightly. Monarc will investigate damage to the floor where the two buildings meet.

Kenn reported that, despite request that people take home any unused food from Baxter Hall and the kitchen, food is still being left in the refrigerators where it spoils and has to be thrown out by people who need to use the refrigerators. Also, there is an ongoing issue with failure to deposit trash in the proper provided receptacles.

LIAISON REPORTS:

Membership: Amber Macdonald reported that Membership is talking about having some home-based dinners with the clergy. They are also looking into the feasibility of setting up a system of taking newcomers out to coffee. Stephanie Deutsch observed that it is important to check on people who have not been seen recently.

Worship: Stephanie reported that Raiford Gaffney is the St. Mark's honoree this year at the annual program at the National Cathedral acknowledging seniors who have made major contributions of time

and talent to the Church.

Communications: Thia Hamilton reported that in the three years since the new website was launched, the Communications Working Group has primarily taken responsibility for posting announcements and events on a weekly basis, as well as helping to keep things like Vestry minutes, leadership listings, and annual meeting notices up to date. Additionally, the group responds to requests from parish leaders for content updates and changes as they arise. Going forward, the CWG may expand its work to include more overall content planning and development. Initially, the website's main purpose was to attract and welcome newcomers and visitors. That has been very successful. Next, the focus will expand to make resources and information for current members easier to find. Thia requested that Vestry member review the website and offer suggestions and feedback.

Choir: Christina Herman reported that there are many new choir members who don't seem to be involved in parish activities. She suggested that efforts be made to encourage them to become engaged.

FUND RAISING REQUEST: A fundraising request from the Director of Youth and family Ministries was distributed electronically prior to the meeting. The purpose is to raise funds for the youth service trip this summer through a sale to parishioners of shares in the trip, as has been done in previous years.

Kenn Allen moved, Nora Howell seconding and the Vestry concurring unanimously that the proposal be **APPROVED.**

HOUSING ALLOWANCE FOR THE ASSISTANT RECTOR: The following resolution was moved by Beth Mahood and seconded by Nora Howell:

Whereas, Section 107 of the Internal Revenue Code permits a minister of the gospel to exclude from gross income (in computing federal income taxes) a church-designated allowance paid to him as part of his compensation to the extent used by him for actual expenses in owning or renting a home; and

Whereas, the Reverend Leonard Scott Lipscomb is compensated by St. Mark's Episcopal Church, Capitol Hill, exclusively for the services as a minister of the gospel;

Whereas, St. Mark's Episcopal Church, Capitol Hill, Washington, DC, does not provide the Reverend Lipscomb with a church-supplied lodging, therefore, it is hereby

Resolved that 33% of the total compensation paid to the Rev. Lipscomb for calendar year 2018 is hereby designated to be a housing allowance.

The resolution was unanimously

APPROVED.

Respectfully submitted,
Mary Anderson Cooper, Register