

St. Mark's EPISCOPAL CHURCH

Capitol Hill

3rd & A Sts SE,
Washington, DC



Minutes of the Vestry Meeting
Monday, October 22, 2018
6:00 p.m.

Present:

Clergy: The Rev. Michele Morgan, Rector

Wardens: Nora Howell, Senior Warden

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

Officers: Rosemary Harold, Counsel (by phone); Martha Huizenga, Treasurer; Mary Anderson Cooper, Register

Absent: Kenn Allen, Junior Warden; The Rev. Scott Lipscomb, Assistant Rector

MINUTES OF SEPTEMBER MEETING

The minutes of the September meeting were posted electronically prior to the meeting. With thanks to the Junior Warden for taking the minutes in the absence of the Register who was in England, Stephanie Deutsch moved, seconded by Alix Pereira, and the Vestry concurring unanimously that the September Minutes be **APPROVED.**

TREASURER'S REPORT

Martha Huizenga reported that the Extended Vision Campaign's statistics have been separated from the operating budget in order to make regular income and expense reporting more easily understood. Maintenance expenses were unusually high in August because of repairs made to the exterior, but there is still a small surplus in operating funds. The budget for 2019 is in process of development. There has been one meeting with parish managers and another is planned. Beth Mahood moved, Stephanie Deutsch seconding, and the Vestry concurring unanimously that the Treasurer's report be **APPROVED.**

COMPLAINT PROCEDURE

Brandon Dunn Knight presented a Formal Parishioner Complaint Procedure, which was distributed electronically prior to the meeting. He stressed that the proposal is not intended to replace the parish tradition of "telling your truth" but provides an alternative way to address concerns. After lengthy discussion, it was decided to postpone a decision on the proposal until the November meeting.

JUNIOR WARDEN'S REPORT

The Junior Warden's report was posted electronically prior to the meeting and included the following points:

Exterior Repairs: The first phase has been completed, including rebuilding the chimney, pointing the eastern one-third of the front of the building, repairing and repointing the arch and resetting and grouting the steps to the A Street door. A proposal is anticipated from Aeon for further work next year.

Nave and Undercroft HVAC: Meetings are ongoing with Monarc and Comfort Solutions regarding alternative control systems.

Sound System for the Nave: A subset of the Fabric Committee is meeting with the proposed contractor and hopes to submit a final proposal to the Vestry soon.

Emergency Repairs: The Junior Warden and Rector have decided to proceed immediately with replacement of the expansion tank for the boiler at a cost of about \$11,000, as failure to do so would mean there would be no heat.

Disabled Compressor: One of the older HVAC compressors serving the sacristy and foyer has died, The current plan is to postpone its replacement until 2019 to keep from overextending the 2018 repair and maintenance budget any further than has already occurred.

COMMUNICATIONS

Thia Hamilton reported that the Committee has been working on ways to make the website easier to navigate and hopes to have it fully re-launched before Christmas. She gave the Vestry a demonstration of the website as it now stands and received suggestions for improvements.

MEMBERSHIP

Amber Macdonald reported that the committee meets monthly by phone. There have been several dinners to give parishioners a chance to get to know the Assistant Rector.

ARTS

Tracy Councill posted her report electronically prior to the meeting. It included the following points:

- Lynda Smith-Bugge led creation of an art piece at the Parish Fair.
- Elin Whitney-Smith is organizing a Parliament of Owls, regarding sexual abuse/harassment.
- Children have created a gingerbread house for the Halloween Dance.
- The Worship Committee is organizing an interactive Advent art project, including the four icons Tracy has painted and paper "prayer flags" for parishioner responses.
- The Arts Council and Arts Endowment are pursuing the installation of a more functional art hanging system in the nave.

PARISH LIFE

Christina Herman reported that recruitment for the Halloween Dance has been challenging but that a lot of children's activities are included, which has helped with getting people signed up.

CHRISTIAN EDUCATION

Beth Mahood reported on behalf of Jane Sherman.

- The weekend at DuPont House went well. The facility has been renovated and is very pleasant.

- There will be a Christian Education weekend at Claggett the second weekend in January.
- There will be a first round of newcomer dinners with Assistant Rector Scott Lipscomb in the next couple of weeks.
- Sunday School is off to a good start. Middle and High School students are coordinating to extend understanding on the Armistice Day/Veterans Day bell ringing.
- There will be one robust Belongings Class following the same timing as last year. The leaders are Susan Thompson Hoffman, Rita Ossolinski and Michele Morgan.

WORSHIP

Stephanie Deutsch reported that there will be a special service November 11 to commemorate the 100th anniversary of World War I.

MEMBER DINNERS FOR SCOTT

There have been some dinners scheduled with newcomers and others with longer-time members.

OUTREACH

Jim Brooks reported that the new Outreach Chair is Steve Dalzell. Scott Lipscomb introduced his plans for an incarceration ministry project at the recent meeting. The Global refugee crisis is being tied to the Advent theme.

RECTOR'S REPORT

The Rector posted a report electronically. She expressed concern that participation in the 5 p.m. service is not growing, in part because some families are leaving for earlier services when their children are old enough for Sunday School. She reported that Assistant Rector Scott Lipscomb wants to do a street Eucharist once a week, and Michele is helping him to connect with interested groups.

Additional points covered in her posted report included:

- Worship planning is now happening through volunteer groups planning services by season.
- There are 13-15 people at Re-Claiming Jesus on Wednesday nights and 2-5 at the Thursday morning group.
- Scott Lipscomb and Cindy Dopp are working on formalizing a way of organizing lay people in quadrants of the city with regard to pastoral care.
- There are two Moms Demand Action Groups coming up. Cecilia Monahan is providing leadership on the gun violence issue.
- The Pledge Campaign is underway, with the theme of The Power of Gratitude: Loving Giving Serving.

SENIOR WARDEN'S REPORT

Norma Howell posted her report electronically prior to the meeting, listing the following.

- The Extended Vision 2020 display has been updated.
- The fund-raising target continues to rise as more building needs are discovered. The goal of paying off the mortgage now appears to be a "bridge too far". As an encouragement to raising pledges, Nora has offered to do histories of the homes of people who live in DC.

- Another group has claimed the date on which the Vestry was due to provide Coffee Hour and Sunday Lunch so Nora will find another date for the Vestry to make its quarterly contribution.
- Michael Bloomfield has drafted a plan and will meet with staff regarding details for fire drills and shelter-in-place drills.
- People are putting trash in the recycling bins, so improved signage and locations are needed. Parish Administrator James Rostron is working on a plan.
- Nora is seeking input on how to avoid overworking volunteers in the parish, including the Wardens.

Following discussion of Nora's report, there was discussion of whether or not to install security camera in the foyer and at the front door. No decision was reached

The closing prayer was offered by Stephanie Deutsch.

Respectfully submitted,
Mary Anderson Cooper, Register