



## Minutes of the Vestry Meeting

November 30, 2021

The Vestry met for its November meeting at 7 pm in Baxter Hall and also via Zoom.

### Attendees:

Clergy: Michele Morgan, Rector; Christopher Phillips, Assistant Rector:

### Wardens:

Linell Grundman, Senior Warden; Jim Pittman, Junior Warden

### Vestry:

Shay Waye, Chris Berendes, David Wellman, Fritz Henn, Kit Arrington, Brent Bickley, Andrew Stafford

### Officers:

Frank Nickerson, Treasurer; Randy Marks, Assistant Treasurer; Kim Bayliss, Register

### Guests:

Raiford Gaffney, Joel Martinez, Susan Sedgwick, Julie Murphy, Karen Getman, Steve Dalzell

### Absent:

Jeb Ory, Edna Boone

Opening Prayer- Christopher Phillips

Approval of the Minutes: Approval of the Minutes for the October Vestry meeting were tabled until the December Vestry meeting.

Building Reserve Fund – The Junior Warden briefed the Vestry on building maintenance and preservation needs. After an extensive review of all the systems and the building, the Junior Warden estimates it will

take \$3.8 Million over the next 60 years to keep the building and facilities in good repair. Approximately half of all churches allocate funds for non-budgeted repairs and maintenance. It is recommended that facilities 30 years or older should set aside 3% of the value of the building for this purpose. The Junior Warden recommends that St. Mark's create a building reserve fund and set aside money each year to cover expected maintenance and repair costs.

Outreach Recommendations for Vision 20/20 Campaign: Outreach Board Chair Julie Murphy presented three opportunities for Vestry consideration in the event funding from the Vision 20/20 Campaign is available. The Outreach Board selected projects that would engage parishioners, be based in DC to facilitate broader participation, and represent new and different opportunities. Honoring former parishioner Joya Cox was also a consideration. The three projects are 1) Support of Afghan Refugees; 2) Donation to the ARC, a DC based arts organization based in Anacostia; and 3) support of St. Christopher's church in the Navajo Nation. The Vestry expects to have final numbers for funds available by February.

Report of the Treasurer: The Treasurer presented the financial results for the year through October. Highlights include:

- Collection of 2021 pledge income is 77% of budget (\$577,393)
- St. Mark's has received two bequests totaling \$249,090
- Plate collections are 45% of budget
- Per Vestry agreement the contract for two copiers has been paid (\$6,536)
- \$70,000 in Extended Vision 20/20 outstanding with \$11,544 collected
- Work on 2022 Operating budget has started

#### ACTION

Motion to approve the November 2021 Treasurer's Report including ratification of the Finance Committee's approval of repair expenditures. Linell Grundman moved for approval of the Motion. Fritz Henn seconded the Motion. The Vestry approved the Motion by acclamation.

#### ACTION

Motion to approve application of the \$4,763 in the Historic Preservation Designated Fund for the tuckpointing of the Church bricks. Linell Grundman moved for approval of the Motion. Kit Arrington seconded the motion. The Motion was approved by the Vestry by acclamation.

#### ACTION

Motion to amend the "Basic Criteria for Temporarily Restricted Donation" on page 2 of the Gift Acceptance Policy for St. Mark's Episcopal Church as follows:

Add "temporarily" to point 2, so it reads "The purpose of the gift is the same as an existing, active temporarily restricted fund."

Add new point 3: "The gift will follow the same disposition agreement as well as an time restrictions held by the initial Vestry-approved gift that formed the existing active temporarily restricted fund."

The Motion was offered by David Wellman. Andrew Stafford seconded the Motion. The Vestry voted to approve the Motion with 1 Abstention (Michele Morgan.)

#### ACTION

Motion for the Vestry to restrict the Building Reserve Fund to be used exclusively for non-routine replacement of major building components and systems and building improvements. The Vestry may dissolve the Fund or move money from the Fund only under extraordinary circumstances that are necessary for the continued welfare of the Church.

Linell Grundman offered the Motion. Kit Arrington seconded the Motion. The vote was 9 in favor with 2 abstentions (Michele Morgan, Chris Berendes.)

Report of Security Camera Working Group: Chris Berendes and David Wellman provided the Vestry with an update on the Working Group's efforts to establish a security camera policy. The draft policy is being reviewed by an attorney. The final policy will be ready for Vestry consideration at the December meeting.

#### Governance Decisions:

#### ACTION

Linell Grundman moved that the Vestry approve the appointment of John Anthony Meza, Janice Gregory, Brandon Knight, and Monica Mills to serve on the Personnel Committee. Chris Berendes seconded the Motion. The Vestry approved the slate of candidates by acclamation.

#### ACTION

Motion to set the Annual Meeting for March 27, 2022, and the Vestry Retreat for April 2, 2022 made by Chris Berendes. Andrew Stafford seconded the Motion. The Vestry voted unanimously to approve the Motion.

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