



Minutes of the Vestry

June 28, 2022

The Vestry convened via Zoom conferencing platform for the June meeting on the 28th at 7 pm. The following were in attendance.

Clergy: Reverend Chris Phillips, Assistant Rector

Wardens: Linell Grundman, Senior Warden; David Wellman, Junior Warden

Vestry: Hank Donnelly, Jeb Ory, Nick Rogers, Jan Lipscomb, Brent Bickley, Chris Berendes, Katherine Buchanan

Officers: Randy Marks, Treasurer; Kim Bayliss, Register

Guests: Raiford Gaffney

Opening prayer – Reverend Chris Phillips delivered the opening prayer.

Approval of the Minutes – Minutes for the May 24th Vestry meeting and a record of the Vestry action to approve a special fundraiser for Ukraine submitted by Jeff Kemske were circulated for review via email to Vestry members.

ACTION

Motion to approve the May minutes made by Jeb Ory and seconded by Jan Lipscomb. Motion approved by show of hands.

Motion to approve the Record of Vestry Action to approve the Ukrainian fundraiser was made by Katherine Buchanan and seconded by Nick Rogers. Motion approved by show of hands.

Report of the Senior Warden

- Incident Report - Linell Grundman briefed the Vestry on the filing of an incident report with the DC Metropolitan Police Department regarding a visitor to the church on Sunday, June 26th. An unhoused woman with mental health issues has been visiting the church over the last six months. In recent weeks her behavior turned hostile and aggressive culminating in the threat of violence. After careful reflection, the Senior Warden determined that the responsibility to keep parishioners safe was paramount. The Senior Warden has reinstituted the requirement to report such incidents. The DC Police and DC's Community Response Team which has been established to address mental health concerns are involved in the matter. St Mark's sought a Barring Order prohibiting the person from entering the premises.
- Stewardship Committee Update – Nora Howell and Linell will serve as co-chairs of the Annual Campaign. Target date for beginning of annual campaign is 9/11/22, the date of the Annual Parish Picnic. The campaign will run from 9/25 through 11/30.
- Personnel Committee – Worked with Finance Committee to identify a new accounting firm. Staff now have liaisons with the Personnel Committee
- Tending our Soil – A \$300 application fee is required. It will come initially out of the Vestry account.

Report of the Junior Warden

- Updates on current projects: 1) estimates for tree work in the courtyard. Funding source for the work will be determined later and will be presented to the Vestry; and 2) estimates being sought for improved courtyard lighting.
- Verizon service is activated but there are issues with bandwidth and accommodating the staff.
- Please use Junior Warden at St. Mark's dot net email address for official church business.

Report of the Treasurer

- May 2022 income not at projected levels but appears to be within normal ranges for previous years. Treasurer will be diligently tracking the finances.
- Vestry is invited to participate in Budget review with finance committee on July 19th.
- Accounting firm transition is going well. New firm starts 7/31.
- Treasurer will present funding priorities to Vestry in August.
- Updated Reserve investment strategy – last year vestry decided to invest in Vanguard funds. Accountants still not established. Given current economic environment Finance Committee has developed an investment strategy to preserve capital.

ACTION

The Vestry was asked to adopt the following motion regarding investment of Operating Reserve Funds –

As a modification of the Vestry's June 22, 2021, decision to invest fully the Operating Reserve Fund and the Building Reserve Fund in separate Vanguard Star Accounts:

- The Treasurer shall invest one-quarter ($\frac{1}{4}$) of the balance in the Operating and Building Reserve Funds in the Vanguard Star Accounts as soon as the accounts are established and an additional quarter approximately three months after that.

- The Finance Committee shall recommend to the Vestry in February 2023 whether to continue investing the remaining half of the funds in three-month increments or to modify the investment strategy.
- The Vestry should determine, on a case-by-case basis, whether to invest future gifts to, or other increases in, the reserve funds in the Star Fund or retain them in the checking account.

Motion made by Chris Berendes and seconded by Jeb Ory. Vote occurred by show of hands. The motion was adopted unanimously.

Reports of Vestry Liaisons

- Jeb Ory/Stewardship Committee – Committee met 6/14 to map out strategies to attract and retain newcomers.
- Katherine Buchanan/Tending our Soil - St. Mark's is participating. A small subcommittee is in the process of being formed to be involved with the day-to-day responsibilities for St. Mark's participation in the program. The committee will meet several times over the year to focus on listening, reconnecting, discerning, and celebrating.
- Nick Rogers/Engagement – The process subgroup created at the vestry retreat is now the engagement group. The group's goal is to more fully engage newcomers and existing members by smoothing the path to volunteer/leadership opportunities. The Committee wants to get a better understanding of volunteer engagement at St. Mark's and anticipates working with other groups to complete their objectives.
- Chris Berendes/Communications – Work is underway to better utilize the bulletin boards to communicate with guests and parishioners. The Committee plans to assign a bulletin board to each pillar.
- Jan Lipscomb/Parish Administration – Google Form has been develop for requests for use of space. This will standardize requests and better manage the process for Michael, Parish Administrator.

Report on Worship Committee

- In the process of consolidating feedback from parish town meetings regarding worship structure at St. Mark's to report back to the Vestry.

New Business

- Scheduling of Vestry Meetings - November Vestry meeting will be moved to 11/29, the 5th Tuesday. December meeting moved to first Tuesday of January, 2023. January vestry meeting will be 5th Tuesday. Annual meeting will take place on March 12th. Vestry retreat will take place the weekend of March 19th
- Summer Sunday Service time – The Assistant Rector reported that the change to a single service at 10 am was suggested during the last meeting of the Worship Pillar. Based on feedback from other clergy, parishioners, and the data from church professionals that have looked at this, the Assistant

Rector determined that the impact on attendance would be negative. The current service schedule will remain in place for the summer.

Closing prayer - led by the Senior Warden, Linell Grundman.

Meeting concluded at 8:33 pm