



Minutes of the Vestry
July 25, 2023

The Vestry convened via Zoom conferencing platform for the July 25, 2023 meeting at 7:03 pm.
The following were in attendance:

Clergy - Christopher Phillips, Associate Rector

Wardens - Jim Brooks, Senior Warden; David Wellman, Junior Warden

Vestry - Class of '24: Chris Berendes, Katherine Buchanan, Jeb Ory
Class of '25: Harrison "Hank" Donnelly, Jan Lipscomb, Nick Rogers
Class of '26: Travis Beaty, Meg Platt, Todd Thorpe

Officers - Randy Marks, Treasurer; Rosemary Harold, Legal Counsel; Shay Waye, Clerk

Guest(s): Raiford Gaffney

Opening Prayer - Prayer led by the Senior Warden (Jim Brooks).

Approval of the Minutes - Minutes of the June 27 minutes were discussed for review and action.

Chris Berendes indicated that the Vestry members' assignment years were incorrect.

(Action) Motion (Jan Lipscomb) to accept June 27 minutes as corrected. Seconded (Katherine Buchanan). Motion was accepted by acclamation.

Treasurer's Report - The Treasurer's report was distributed to the Vestry prior to the meeting. Randy Marks reported that July appears to have been financially better than expected (given our spectacular June). The figures are through July 25 so the monthly figures could be different.

- Pledge payment of \$36K, 67% of benchmark (1/12 of annual budget)
- Total income: \$44, 047, 56% of benchmark
- Expenses: \$22, 376, 25% of benchmark
- Net income for month: \$21, 671

The Finance Committee will present the mid-year review (with modest budget adjustments) and a framework for setting a canvas goal.

Jim stated that he, Michele and Dave are working on a goals statement as the first step in goals-based budgeting. In response to Jim's question, Rand reported that Vanguard has all of our Reserves money and that he expected all of it to be invested in the Star accounts by the August Vestry meeting.

Rector's Report - Chris Phillips directed Vestry to Michele's report in the share drive, highlighting the following, to include

- Increases in the number of weddings;
- Gun violence event focused on survivors;
- Youth group's safe arrival to St. Christopher;
- Joe Hubbards intentions to answering another call;
- Canvas goals - particularly, determining canvas starting time for action
- Goal-based budgeting

There was also discussion on pillars and committees, which Michele's report indicated as unfinished in Vestry liaison assignments. Jim specified the need to work with the pillars and identified three general goals to consider: (1) parish growth and member engagement; (2) outreach outside our community, and; (3) inner "soul" of St. Mark's community. It was stated that expectations should be clear and reasonable as Vestry liaisons to pillars, in pursuit of goals.

Katherine Buchanan raised the issue of vestry liaison appointments, suggesting clarification on who is assigned to what. She offered to create a document to Vestry members to denote their choice(s) to a pillar to serve as a liaison. Vestry agreed this is helpful and Katherine will distribute a Pillars sign up and send to Michele for her review and input.

Junior Warden's Report - The Junior Warden's report was distributed to the Vestry prior to the meeting, and highlighted that expenses are at a normal level, while repairs and maintenance were a little high. Currently working with a contractor on some repair projects, and made recent purchases of an emergency defibrillator, and large TV for video productions during zoom meetings.

Dave announced St. Marks was awarded a \$150,000 grant from FEMA, funds to be used for such things as interior cameras as one example. He recognized those involved with the grant,

which included a contractor (paid through endowment funds) and Martha Zimmerman, who played a key role in the grant submission.

Vestry thanked Dave, marking this award as a huge achievement for St. Marks. Jan Lipscomb will handle thank you notes to both Dave and Martha. Dave will keep the Vestry posted including upcoming meetings with FEMA to discuss administrative tasks.

Senior Warden Report - The Senior Warden report was distributed to the Vestry prior to the meeting. Jim discussed plans to revamp the St. Mark's Annual report, posing three thoughts for Vestry to ponder: (1) parish goals; (2) broad themes, and; (3) church achievements.

Chris Phillips suggested that one way to start this effort is looking at annual reports from other churches - both for content and presentation. Vestry members embraced this suggestion, thinking through a writing timeline. It was suggested that members research annual reports (especially those outside the DC area) and report back to discuss at the August or September Vestry meeting. Jim indicated that writing the report should begin by October. Chris Phillips agreed to send out a sample annual report that encompasses some of the elements we hope to embody.

Jim suggested that as we research this, to drop comments into the July folder

Jan Lipscomb suggested we also begin discussion on goal-based budgeting, particularly as it relates to working with the pillars. Chris Phillips suggested considering this as an agenda item for either August or September.

New Business - The following new items were addressed.

- Risk Manager. Dave indicated that after much thought, he recommends that Nick Simmons (note: Dave/Vestry, please correct name) be selected as St. Mark's Risk Manager. There was some discussion that as Nick Simmons (??) is a paid tenor in the choir, there may be some conflict of interest. After clarification that there is no conflict, including confirmation from Rosemary Harold, Vestry supported Mr. Simmons as St. Mark's Risk Manager. (ACTION)

Motion (Chris Berendes) made and seconded (Dave Wellman) that Vestry approves Nick Simmons as Risk Manager. Motion passes with acclimation.

- Outreach Board Name Change. The Outreach Board requested its name be changed to Services and Social Justice. (ACTION)

Motion (Chris Berendes) made and seconded (Jan Lipscomb) that the Outreach Board be renamed the Services and Social Justice Board.

Randy Marks offered a friendly amendment, based on the Outreach Board's document that contains multiple references to the Outreach name in its Charter:

Motion (Randy Marks) made and seconded (Jan Lipscomb) that all references to "Outreach Board" in the Outreach Board Charter (adopted 2018) shall be changed to the "Service and Social Justice Board." Amended motion passes in acclamation.

- Barracks Row Parade. Jeb Ory thanked everyone for their participation in the July 4 parade, especially thanking Todd Thorpe for his leadership in gathering St. Marks parishioners that attended.
- Membership. Jeb spoke on updates and upcoming events. He indicated there is progression with the liturgy of membership document, which will take place in September. Other upcoming St. Marks events included All Parish Day Fair and Potluck (9/10), Sunday School and Choir resume (9/17), Liturgy of Membership (9/24) and Blessing of Animals (10/8). Jeb encouraged the Vestry's participation
- Pastoral and Community Care. Chris Berendes working with Julie Murphy on this effort (Chris, please supplement - my notes are unclear)
- Free Minds Book Club. Jan Lipscomb reported that the July 11 event was extremely successful and well attended (16-17) with 3 returning citizens who expressed appreciation at being "listened to." Jan thanked Chris Phillips for attending this important event. She added that another book club event will be revisited in six months.
- Answering Angels. Jan asked the status of Vestry members volunteering as an answering angel. Chris will talk with Michele and update the Vestry.

Adjournment - Chris Phillips indicated that the August meeting will be online, with the next hybrid meeting scheduled in September. (ACTION)

Motion (Chris Berendes) to adjourn meeting. Seconded (Katherine Buchanan). Motion carries.

Meeting adjourned at 8:19 pm. Chris Phillips gave the parting prayer.

Respectfully Submitted,

Shay Waye
Clerk