

Meeting Minutes, St. Mark's Vestry, March 28, 2023

The meeting was called to order at 7:03. A quorum was established.

Those present were: Rev. Michele Morgan, Jim Brooks, David Wellman, Christoph Berendes, Katherine Buchanan, Jeb Ory, Harrison Donnelly, Jan Lipscomb, Nick Rogers, Travis Beaty, Todd Thorpe and Frank Nickerson.

Guest: Caitlin Frazer

Minutes of February 28, 2023 were approved by unanimous consent.

The nomination of Frank Nickerson as vestry officer: the role of assistant treasurer for special gifts was approved by unanimous consent.

Rector's Report was prepared in writing in advance and accepted by unanimous consent.

Caitlin Frazier

She is a candidate for continuing ministry in the diocese of Washington. Under consideration is a formal letter of support from the St. Mark's vestry to the diocese leadership supporting her candidacy for ministry. A formal vote was taken by the vestry to sign a letter of support; Motion made by Todd Thorpe, seconded by Jan Lipscomb to formally prepare and sign a letter of candidacy support for Caitlin Frazer to continue on her path to ordained ministry; agreed to unanimously.

All Parish Retreat, June 2024

Discussion Summary: The vestry considered the value of an All Parish retreat for June of 2024. Generally this is anticipated to be a pay as you go event with some scholarships available for those in financial need; purpose is for both social and educational outcomes; running from 1 night or 2 nights and closing on Sunday with a joint service; mainly this is a community building activity with components of spiritual development; distance to a facility that may allow for carpooling was encouraged; child care is needed and robust youth activities, perhaps sports events and/or, a dance. Some budget implications are that any facility will need a deposit for a reservation at time of booking.

The sense of the vestry agrees to empower leadership to explore options for a retreat in 2024.

Vision Statement

A document drafted during the parish retreat establishes a basic aspirational document that is intended to guide program priorities for the next 1-2 years. It is representative of the community's work and not intended to be limiting or in any way exclusive of certain parish activities. As a guiding document it can be used to align budget priorities and to hold the vestry accountable for decisions. Work assignments for vestry members will be given based on the various portions of this document. A significant role is provided for the junior class of vestry members (Donnelly, Lipscomb and Rogers) They will work individually and as a class group to help frame the full vestry understanding and decision making on the 3 work areas of personal growth, community and outreach. The three junior class members agreed to meet separately to sort out responsibilities among themselves.

The vision document moved to the vestry folder for warden final review and circulation.

Junior Warden report

The written report was provided in advance. It documents expenditures and major activities such as the church rekeying project.

The JW emphasized the support he receives from the Fabric Committee as a partner, Recruitment has continued for new committee members with the recent addition of Malissa Zimmerman. JW is seeking new candidates from among the 20s and 30s.

In this context there was a tangential conversation about church nomenclature and the origins and usefulness of terms such as "manciple" and "fabric committee." No consensus was reached on these matters.

A closing significant point was that vestry members ought to make every effort to "lift up" and provide visibility to those persons who carry out so many of the unseen and often unfamiliar tasks that allow our community to function often away from the spotlight. It was suggested that one vehicle for providing recognition is the weekly Prayers of the People.

Finance Report

The finance report was provided in writing in advance and was reviewed. Specific decisions for action were required.

Item one -- a motion to support the request from the Middle East Working Group to have its program funds transferred to the special temporarily restricted account for Afghan

Refugees while the MEWG is on hiatus (value of the funds is just over \$1,200); by unanimous consent the vestry agreed to move the money as requested.

Item two -- a motion to secure a tax credit under the federal Employee Retention Credit program provided as part of COVID relief legislation. This task is a temporary duty not a permanent addition to the duties of the bookkeeper. Our accountant has experience with this program as is expected to be a supporting partner without compensation. This credit applies to periods not covered by the prior Paycheck Protection Program. Eligible years are the last quarter of 2020 and two or three quarters of 2021. Activities at St Marks were "suspended" by government order and any informal actions such as pastoral care or live streaming do not disqualify us from eligibility for the credit. The effort to file for the tax credit will begin immediately to meet an upcoming deadline.

Motion made by Randy Marks -- The Vestry authorizes the filing with the Internal Revenue Service of an application to claim the Employee Retention Tax Credit; seconded by Kaherine Buchanan; Motion carried unanimously.

New Business

In Person Meetings: A discussion ensued concerning the desire for in person vestry meetings in the future. No strong consensus was reached based on individual constraints with work, family conditions and travel distance. It was agreed that the April 25 meeting will be on Zoom. It was further agreed that the May 23rd meeting will involve an in person and remote hybrid configuration.

Staffing Availability: David Potter is an ordained priest, EDOW has provided a stipend to cover 50 percent of his salary for an extended period. St Marks has the opportunity to secure his time and talent to support our program efforts, The rector, senior warden and one vestry member have met and talked to Rev. Potter. He is admired for his credentials, passion and commitment to program goals relevant to St. Mark's. The discussion focused on if St. Mark's can retain his services, how we create a work plan, how the parish contributes to his salary, and how to incorporate his role into the existing staffing framework. It was acknowledged that Rev. Potter can increase our capacity and fill a number of strategic roles.

It was suggested that we bring Rev. Potter bring the vestry in April to hear first hand his vision for a scope of work, tasks for which St. Mark's has limited capacity and some thoughts as to what hopes and dreams he might be able to support that otherwise might fall through the cracks.

Mentorship: The rector has opportunities for mentorships for vestry members connected to the fabric committee, finance committee and other committees.

Adjournment

The meeting was adjourned unanimously at 8:46 p.m.