



## Minutes of the Vestry

October 25, 2022

The Vestry convened via Zoom conferencing platform for the October meeting on the 25<sup>th</sup> at 7 pm. The following were in attendance.

Clergy: The Reverend Chris Philips, Assistant Rector; Michele Morgan, Rector

Wardens: Linell Grundman, Sr. Warden; David Wellman, Jr. Warden

Vestry: Chris Berendes, Edna Boone, Brent Bickley, Harrison Donnelly, Janet Lipscomb, Jeb Ory, Fritz Henn

Officers: Randy Marks, Treasurer; Kim Bayliss, Register

Guests: Raiford Gaffney, Julie Murphy, Peter Hawley

### Opening Prayer

Led by Michele Morgan

### Approval of the Minutes

Minutes for the September 28<sup>th</sup> Vestry meeting were circulated for review via email to Vestry members.

### **ACTION**

Motion to approve the June minutes made by Fritz Henn and seconded by Jan Lipscomb. Motion approved by acclamation by show of hands.

Appointment of Shay Waye as Register for the Vestry.

## **ACTION**

Edna Boone moved that the Vestry accept the appointment of Shay Waye to serve as Register. Chris Berendes seconded the motion. The motion was agreed to unanimously by a show of hands.

### Report of the Outreach Board

Representatives of the Outreach Board attended the meeting to update the Vestry on the decision to re-engage with Samaritan Ministries.

The Outreach Board voted to resume St. Mark's relationship with Samaritan Ministries and will support the organization financially in 2023. Julie Murphy shared a report compiled by the Outreach Board outlining the work of Samaritan Ministries. Mary Neznik will serve on the council as a representative to Samaritan Ministries. One more St. Mark's member is needed. Samaritan Ministries has a focus on work readiness that complements other St. Mark's outreach efforts.

### Report of the Rector

- The Rector is attending a clergy conference in Linthicum Heights MD October 24-26
- Michele would like to schedule one-on-one get togethers with Vestry members in the coming weeks.
- One Hundred people have made a financial pledge to St. Mark's.
- The Rector would like to pull together a small group to discuss possible changes to the by-laws. The timing of the Annual meeting during Lent creates staff challenges.
- St. Mark's new Deacon, Thom Sinclair will be ordained on 11/12.
- The Celebration of Life for the Van Soyocs will be held on 11/12.

### Report of the Sr Warden

- The Annual Canvass is going well. Two of the three open forums planned as part of the canvass have been well received. The first two forums focused on Giving and Welcoming. The third forum is scheduled for November 13<sup>th</sup> and will focus on outreach, parish life, and community caregiving.
- The Personnel Committee is preparing for Performance Reviews for the staff. Monica Mills is leaving the Committee to complete her academic studies. The Senior Warden commended Monica for her help. The Committee needs two additional members.
- The 2023 Budget process is going smoothly. The Vestry should be able to discuss the budget at the November meeting.
- The Senior Warden and the Rector would like to recruit two more people to serve on the Finance Committee to build up expertise about St. Mark's finances.
- The Stewardship Committee Charter gives it responsibility initial approval of fundraising requests. Additional volunteers are needed to serve on this Committee.
- All aspects of Worship need volunteers. Interested parties should contact Doris Burton.

- The St. Mark's Players opened its season with a production the weekend of October 13<sup>th</sup>. The Rector Junior Warden and head of the Arts Pillar will work with the Players to address lighting and sound needs.
- Caregivers committee is researching options to use a social worker to aid parishioners.
- Jewish Voices for Peace, through the request of Mary Neznik, is exploring the possibility of the group using St. Mark's for their monthly meetings.
- Sr. Warden will announce in December whether she is running

#### Report of the Jr Warden

- Expenses related to the building are running under budget. The Jr. Warden recognized former Jr. Warden Jim Pittman for leaving things in good shape. Expectation is expenses will increase in November and December as fall/winter preparations continue.
- The Fabric Committee met on October 11<sup>th</sup> to discuss repair of Nave doors, replacement of the kitchen oven, and rekeying the facility. Jr. Warden confirmed that doors are original to the building which limits options for repairs.
- Additional use of the building has increased the need for janitorial services. Jr. Warden has requested a proposal to increase the service committee from 20 to 40 hours per week which will raise the amount of the annual contract to \$5500. The increase is within the budget for the remainder of 2022.

#### Report of the Treasurer

- The benchmark for income and expenses is 75%. While expenses are within the benchmark, collection of pledge payments continues to run under benchmark (61%.) Pre-payment of \$20,000 of 2023 pledges has helped offset the shortfall. Reminders for 2022 pledge commitments will be mailed in November.
- The Treasurer presented the timetable for consideration of the 2023 budget.

#### Approval of Fundraising Requests

- 1) The Outreach Board requests approval for the Vassar Haiti Art and Handcraft sale at St. Mark's 11/4-6. <https://www.thehaitiproject.org>. This is the 4<sup>th</sup> time St. Mark's has hosted the Vassar group. The sale generates funds for art, education, health and sustainable development in village in rural Haiti. An Episcopal priest began the project in the remote village of Chermaitre. The non-profit group has three goals: to educate and engage students in the theory and practice of global citizenship; to promote Haitian art and raise the nation's narrative through art; and to foster sustainable development in Haiti. Vassar/Haiti Art Show 11/5-6

#### **ACTION**

Edna Boone offered a motion that the Vestry approve the Vassar/Haiti Art Show to be held at St. Mark's November 4-6. Jan Lipscomb seconded the motion. The motion was approved unanimously.

- 2) Middle East Working Group (MEWG) Advent Sale seeks approval for its annual Olivewood and Olive Oil Sale to provide an annual donation to the Episcopal Diocese of Jerusalem to benefit their work in schools and hospitals in the West Bank and Gaza. 20% of all sales will be donated to this charitable work.

## **ACTION**

Chris Berendes offered a motion that the Vestry approve the MEWG's annual Advent Olivewood and Olive Oil sale. Jan Lipscomb seconded the motion. The motion was approved unanimously.

### Announcement of New Deacon

Tom Sinclair will be ordained 11/12. He will begin serving St. Mark's on 11/20. His desire is to focus on outreach. He will be working with St. Mark's 6-7 hrs per week. Thom's first Sunday preaching is scheduled for 11/20.

### Vestry Liaison Updates

Jan Lipscomb – The Saints and Sinners Party has met its attendance thresholds. They will need help resetting the nave after the party.

Jeb Ory/Membership Committee – New members are stepping up to volunteer as greeters. Interest in children's activities resulted in a shortage of pumpkins for the art event but thankfully many hands stepped in to get more pumpkins.

### New Business

Membership Charter will be considered at the next meeting.

Edna Boone alerted the Vestry that Grate Patrol conflicts with children's art project. Edna will consult with Caleb to resolve scheduling.

### Closing prayer

The Assistant Rector Chris Phillips led the closing prayer.

Meeting adjourned at 8:13 pm.