

**APPROVED 1/7/2025**  
**St. Mark's Episcopal Church**  
**Vestry Meeting Minutes**  
**November 19, 2024**  
**Joint Finance Committee & Vestry Meeting**  
**Via Zoom & In Person, 7:00-9:00PM**

## **Attendance**

- *Vestry Members:* Michele Morgan (Rector), Jim Brooks (Senior Warden), Martha Huizenga (Junior Warden), Jan Lipscomb, Nick Rogers, Todd Thorpe, Meg Platt, Kristina Keenan, Travis Beaty, Hank Donnelly, Doug Padget, Elizabeth Becker
- *Officers:* Randy Marks (Clerk), Doug Ammon (Treasurer), Frank Nickerson (Assistant Treasurer for Bequests and Special Gifts), Rosemary Harold (Counsel)
- *Clergy and Staff:* Caitlin Frasier (Assistant Rector), Lydia Arnts (Seminarian), Caleb Nelson Amaker (Youth and Families Ministry Director)
- *Finance Committee Members:* Bill Jordan, Annick Milde
- *Guests:* Amilcar Viatar, Lisa Ramish

## **Finance Committee Meeting**



- Treasurer's Report:
  - Treasurer Doug Ammon submitted his [W Treasurers Report.11-2024](#) in advance of the meeting.
  - He noted that the Church had received most of the proceeds from the sale of Raiford Gaffney's house; more will be coming once the Trust pays expenses and the Church obtains its share of the retirement accounts.
  - 2025 Pledges: Currently total \$726,000 on 144 pledges.
  - Discussion focused on lagging payments on 2024 pledge:
    - That's typical, but it's resulting in a larger than budgeted deficit.

- Some expressed concern about messages about 2024 payments undermining about making 2025 pledges.
    - Annick will send pledge statements early in December.
    - We will include an ask in E-Gospel.
  - Todd will ask parents of the (booming) Children’s Choir to contribute.
- 2025 Budget:
  - Doug reported that he had received requests late (or not at all), though we have excellent requests from [Service & Social Justice](#) and [Youth & Family Ministries](#).
  - He presented P 2025 Budget Status.11-19-2024 .
  - He noted that the budget is in balance only by assuming that we receive \$1.1 million in pledges. The consensus was that was unlikely. Bill Jordan suggested that \$1 million is a more realistic estimate. If so, we would have a \$90,000 hole.
  - Other concerns are lower than expected Plate and Non-Pledge contributions and Building Use income and the impact of Raiford Gaffney’s gift to the Parish.
  - Doug highlighted higher expenses for having the Assistant Rector for the full year (rather than six months), a higher Diocesan Pledge, higher Youth & Family Ministries expenses, higher Service & Social Justice and WIN expenses, higher contribution to the Sabbatical reserve, and money to update our Livestream equipment.
  - Health Insurance:
    - The Personnel Committee and the Rector recommended that, due to large cost increases in health insurance premiums, the Parish staff move to a lower cost health insurance plan that includes some cost sharing of premiums and some co-payments.
    - Until now, the staff has been insulated from any cost-share arrangements, as their employment agreements may require. We thus need to compensate them for possible increased health care costs under the new health insurance plan.
    - Staff thus will receive \$1,500 to defray their out of pocket health care costs, in addition to any Cost of Living Adjustment that the Vestry approves.

- This change is budget neutral in that the cost of the \$1500 adjustments is offset by the decrease in health insurance premiums.


## Vestry Meeting

### Actions

- Motion to approve  Diocesan Lay Delegate Role Description .  
Motion by Elizabeth Becker; Second by Hank Donnelly. Approved unanimously, with the Rector abstaining.
- Motion to approve  Choir Trip Fundraiser.11-2024 Applic  
Motion by Nick Rogers; Second by Meg Platt. Approved unanimously, with the Rector abstaining.
- Motion to approve Resolution Regarding Don Mosher Bequest: *The Vestry authorizes Douglas Ammon, Treasurer to accept and sign (as “the authorized individual”) to claim on behalf of St. Mark’s Episcopal Church of Capitol Hill (Saint Mark’s Parish in the District of Columbia) as beneficiary of Independent Retirement Arrangements, Brokerage Account and other proceeds from the Don T. Mosher estate managed or held by American Funds, Osaic Wealth Associates, Inc (“Osaic Wealth”) and Osaic Wealth’s clearing agent, National Financial Services LLC (“NFS”), and any other entities.*  
Approved unanimously, with the Rector abstaining.  
The Rector sent a [letter](#) stating the resolution.

### Reports

#### Clerk:

- Randy Marks reported we now have Vestry, Finance Committee, Fabric Committee, Service & Social Justice, and Music folders on the new Shared Leadership Drive. He asked liaisons to ask their committees/Pillars to contact him regarding moving their files.
- October 22, 2024,  Vestry Minutes,10-22-2024 previously [approved unanimously by email](#).

**Rector:**

- Seminarian Lydia Arnts has been made a candidate for Holy orders, God Willing and the people consenting, will be ordained as a transitional deacon in June 2025 in the Diocese of Rochester.
- The annual Meeting is February 2, 2025. Nominations must be posted by January 2. The Nominating Committee is composed of the retiring Vestry class (Hank, Nick, Jan Lipscomb), the Rector, the Wardens, and Parish representative Kathleen Fridell. She and Jan will seek one more non-Vestry Parish member.
- We are eligible to have a third lay Diocesan Delegate. She and Jim Brooks have appointed Jan.

**Junior Warden:**

- Martha touched briefly on her written [report](#).
- She is still looking for a Manciple.

**Reparations:** Jan reported:

- The Diocesan Reparations Committee is asking Parishes to research how they benefited from slavery.
- The Vestry formally agreed that the Archive Committee should research how we funded building.
- Michele Morgan has formed a Parish Reparations Committee (currently her, Caitlin Frazier, and Jan) that is looking for additional members.

**Youth & Family Ministries:**

- Meg, Caleb Nelson Amaker, and Lisa Ramish offered a [presentation](#).
- They noted Increased participation this year than any year since COVID. Youth group meeting monthly. Lots of support from parents. Doug P said it's the most exciting year.
- 2024 budget was \$6000; it covered a new Sunday School curriculum; events; administration. They are asking to double budget, which just will cover the basics of a doubled number of participants..
- They noted that some youth cannot cover attendance expenses for the ski trip. Michele noted that she will use discretionary funds as necessary to fund participation in youth activities.

## **Raiford Gaffney Bequest**

- Vestry Counsel Rosemary Harold provided an update on the process concerning Raiford Gaffney's bequest to the Parish.
- The Estate Trustees delivered a check for approximately 75% of the net proceeds from the sale of the house (after paying liabilities and expenses).
- The Trustees are holding back the remainder to address any unresolved tax or other liabilities and expect to deliver the remainder when the Trust shuts down (around March 2025).
- Officers are working to finish the paperwork to receive the bequest from her retirement accounts.

Respectfully submitted  
Randy Marks  
Vestry Clerk