

St. Anne's Parish
Vestry Meeting Minutes
Tuesday, February 13, 2018

Clergy and Vestry Members Present

Rev. Dion Thompson
Linda Adamson
Patrick Carlson
Carrie Dana-Evans
Ginger DeLuca
Mark Grimes
Jason Houser
David Huggins
Cary Lukens
Bill Malicki
Doug McNitt
Cardie Templeton
Tripp Trippitelli
Josiah Dykstra
Monica Barry

Vestry and Executive Officers Not Present

Katherine Hilton

Non-Vestry and Others Present

Thea Chimento, Clerk
Steve Fisher, Treasurer
Members of the Refugee Committee:
Jeanne Malicki
Debi Luther
Beverly Lowe
Bill Silva
Janet Berry
Linda Silva
Eleanor Huggins
Frankie Hall
Fran Wright

- *Opening/ Welcoming of Guests*

Josiah opened the meeting at 19:05. Dion gave an opening prayer. Introductions were performed, and new members of the Vestry were sworn in. Katherine Hilton will be sworn in as Vestryperson at the next meeting.

The Vestry also accepted nominations for Senior Warden, Junior Warden, Registrar, Treasurer, and Clerk.

Josiah Dykstra was nominated for Senior Warden by Cary Lukens, and seconded by Linda Adamson. The motion was carried by voice.

Cardie Templeton was nominated for Junior Warden by Linda Adamson, and seconded by Cary Lukens. The motion carried by voice.

Katherine Hilton was nominated for Registrar by Cardie Templeton. Monica Barry seconded, and the motion carried by voice.

Steve Fisher was nominated for treasurer by Cary Lukens, and seconded by Bill Malicki. Steve noted that he would accept, with the goal to reduce his work in the role and train others to take on the role in the future. The motion carried by voice.

Thea Chimento was nominated for Clerk of the Vestry by Bill Malicki, and seconded by Cardie Templeton. The motion carried by voice.

Dion passed out an excerpt of *Prophetic Jesus, Prophetic Church* by Luke Timothy Johnson for reading prior to the Vestry retreat.

➤ *Refugee Committee*

Josiah introduced the Refugee Committee. Bill Silva explained that the Committee needs authority to negotiate a lease on a house in Glen Burnie for a prospective family. The Committee has had preliminary talks with the landlord and has agreed that no lease needs to be signed until the refugee family arrives. Once a lease is negotiated, the Committee will come back to the Vestry for final approval, as the church will co-sign the lease with the family. The proposed rent is \$1500 per month.

The Committee also asked that a restricted fund be set up for the use of the refugees, using the funds given by Amy.

Bill shared progress made by the Refugee Committee thus far:

- Joe and Amy gave all of their furniture for the use of the refugee family. It has been moved to a storage unit until the family arrives.
- A preliminary budget of \$30,000-\$40,000 for the family has been developed, based on research from other churches who have hosted families. Bill noted that the objective is to move the family towards independence as quickly as possible.
- A Fundraising Committee is being formed to raise additional funds to support the refugee family.

Steve commented that this is a transition year with pledges down. We will be unable to support the refugees with additional funds from the General Fund. Other funding options have been discussed, such as funding from other churches. The Committee may need to seek supplementary pledges, as \$30,000 will likely be needed up front to support initial expenses.

Some discussion followed, with the following points made:

- Big projects of this kind show who we are as a church and taking them on during the transition shows that we continue to be a vibrant community.
- The church has multiple smaller projects that are ongoing in addition to pledges, which present no risk to the Church's financial health. The goal would be to ensure that this project is also sustained by the congregation.
- The church needs to be attentive to the risk involved in co-signing a lease, and plan for contingencies, as well as what will happen in 12 months once the lease ends.
- We should challenge ourselves as a church to raise the funds required prior to signing a lease, and perhaps reconsider the church's commitment to this project if that proves impossible.

Cary moved that the Vestry authorize the Committee to begin negotiating a lease with the identified landlord and further establish a restricted fund using the \$15,000 donated from the Good Samaritan fund. Tripp Trippitelli seconded, and the motion carried by voice.

➤ *Ministry Liaison Sign-up/ Vestry Retreat and Service Sign-up/ Closing Prayer Sign-up*

Josiah explained that the church has historically had Vestry liaisons to various ministries. Cardie noted that not every ministry has to have a liaison; PASA and the IT Committee especially need a liaison. She also noted that the Facilities Committee especially needs members, as she will not be the liaison to the Facilities Committee this year.

Vestry Retreat will be the first weekend in March. Fr. Dion and Rev. Mulder will be joining us. BEST will cater the food. The Vestry will participate in the service at the 9.30 commissioning service—training will be Saturday afternoon. Anyone who needs support for costs should contact Fr. Dion.

➤ *Profile Committee*

Josiah explained that the church needs to set up a Profile Committee to help prepare a parish profile which will help us prepare to choose our next rector. The Executive Committee discussed a list of names; all have agreed to serve if the Vestry appoints them.

Josiah noted that the Vestry needs to give the Profile Committee a timeframe; estimates for developing a profile vary from 3-6 months.

Tripp asked if we can begin the search process before we get the profile. (Not really. The work shouldn't overlap because we need a good picture of the parish before starting the search.) Steve noted that the Episcopal Church maintains a database of transitions; we are likely to get a large number of interested candidates.

Dion noted that the Profile Committee compiles the profile for the Office of Transitional Ministries. The church will get a number of responses, and will screen for potential candidates.

Doug noted that the church needs time to help us figure out what to emphasize. Cardie noted that one of the hoped for results is that people beyond the Vestry get excited about who we are as a church, and time is needed for that.

Doug suggested that the chairman report to the Vestry what the plan is to involve the parish. Dion noted that we do need to take special care that the church understands we are on this journey together.

Linda moved that the Vestry accept the Profile Committee and the Charge as submitted. The motion was amended by Cary Lukens to include additional names as needed, including a name of a younger person; if such a person can be found to serve. Additionally, the Profile Committee will report back at each meeting. Bill Malicki seconded; and the motion carried by voice.

➤ *Treasurer's Report*

Church

- We will need to monitor the budget closely in 2018, especially the giving line.
- During a transition year giving will always be a risk. As we have seen in the past, a decline of 5-10% can be expected. Episcopal Church guidance is to expect even more. Our pledge level is already off 5% (\$835K vs. \$878K in 2017).
- The giving pattern in 2018 is somewhat of an unknown for a couple of reasons. We have received prepaid pledges of nearly \$100K or about 12% of the total pledge. That is around three times the usual amount. We do not know the giving pattern that additional \$65K had in the past.
- Also the new tax law may have an effect on giving despite pledges as the standard deduction is higher and itemized deductions may not be beneficial to as many people.
- With all the caveats and cautions, January giving is \$18K behind budget or about 20% below budget. It is also about \$21K below January 2017. Interestingly there were virtually no back pledges this year (Back pledges are payments made in regard to prior year pledges)
- January expenses were \$10K below budget including the outreach committee which did not make any January grants.
- January net income of \$(25)K was \$8.6K below budget

Cemetery

- Budget needs to be updated because of an error in the budget approved in January.
- January loss of \$(1,607) included \$2,800 in giving and fees which is a good start.

PASA

- Monthly tuition shortfall has narrowed - likely new students have been added.
- YTD expenses are favorable so net income for the six months of the fiscal year is \$(1,773) unfavorable to budget.

Endowment

- January was a huge month with \$167,000 of investment income.
- We now know that February is giving back all the January gains, and market volatility is significant

2018 Budget Items

- Cemetery Budget Revision requires Vestry approval due to a spreadsheet error in the original budget. An additional \$2,816 will be required from the cell site to bring the cemetery budget to break even.
- The PIMIG (Partners in Mission in Guatemala) budget reviewed but not approved at the January Vestry Meeting has been updated and provided for Vestry approval.

Questions:

When the cell tower moves to the steeple, will that affect cemetery revenue? (No. Vestry decides where the money goes.)

Doug asked what Steve reducing his workload means; ideally someone to share the load.

Dave noted that we got another pledge of \$1000, which means giving was flat. Steve noted that this means we budgeted \$30,000 more than we have. Doug asked for a list of expenses that we could push out as necessary. Steve noted that Bill Silva has agreed to slow outreach giving this year.

Cardie moved that the Vestry approve the PIMIG budget as submitted; Linda seconded, and the motion carried by voice.

➤ *Junior Warden's Report*

Cardie distributed the report prior to the meeting.

Cell site: we have a temporary cell site in the cemetery currently for \$3800 per month. The contract will be canceled once the site moves to the steeple. Cardie is currently reviewing the lease for the steeple.

Questions: When is the projected exit from the cemetery? (6-8 months.) Are our engineers okay with the construction? (AT&T will produce engineer's reports, they are responsible for construction, and will repair any damage.)

Cleaning Request: Since Peppy is not available for a few weeks, the church has come up with an alternate plan to carry out his essential tasks. This includes outsourcing some work and using a PASA employee. The proposal is a request not to exceed \$2175. Cardie is asking for an amount not to exceed \$4350, in order to accommodate contingencies for Peppy's return. Thanks to Val for her hard work and ingenuity and to the staff .

Cary moved to approve a not-to-exceed amount of \$4350 for cleaning over 8 weeks. Linda seconded, and the motion carried by voice.

➤ *Children's Formation*

Carrie Dana-Evans distributed a report from Connie on children's and youth ministry. She noted that Connie has a lot of good ideas for children and youth programs and how to change things, as the current youth group model is not working well across the mainline churches.

Youth are most likely to participate in outreach related programs; perhaps older members of the parish (outreach committee, Stanton Center) could pair with the youth group. Children's Sunday Discovery has been working less well in the past few years; Connie is exploring other options for hosting Sunday Discovery and programming.

Doug noted that the Biddles spent a lot of time in the youth ministries. May help to get their perspective. Linda noted that youth participation in the trip to Guatemala has been consistent over a number of years. Monica noted that five kids from Annapolis High School came to the Lighthouse Shelter last month. Steve noted that PASA and the children and youth ministry are not integrated, and perhaps we should see if there's more that we could do to accomplish that.

➤ *Announcements/Approval of Minutes/Open Floor*

Cardie moved to waive the reading of the January minutes and approve them as submitted; Linda seconded, and the motion carried by voice.

➤ *Closing*

Josiah shared a letter from Christ Church to St. Anne's praising Tim Mulder, our new interim rector.

Josiah led the vestry in prayer, and the meeting adjourned at 21:31.

Respectfully submitted,
Thea Chimento