

**St. Anne's Parish
Vestry Meeting Minutes
Tuesday, September 4, 2020**

Clergy and Vestry Members Present

Rev. Manoj Zacharia
Linda Adamson
Al Collins
Thea Chimento
Betty Creighton
Carrie Dana-Evans
Mark Grimes
Kev Hays
Katherine Hilton
David Huggins
Sharon McElfish
Townsend McNitt
Sarah Morse
Paul Pope
Susan Thaxton

Vestry Members Not Present

Jason Houser

Welcome

Due to the ongoing restrictions related to the COVID-19 pandemic, the Vestry met through a Zoom call. Manoj+ opened the meeting at 7:04 p.m. with a prayer.

Rector's Report –

Manoj+ reported that Alyssa Pasternak Post will join the staff on October 1. Staff and clergy are looking forward to her arrival, when she will become the Minister for Outreach and Evangelism until she's ordained, at which point her title will change to Assistant Rector. Her family has found a house in the area and her husband, Jeff, has begun teaching at St. Anne's School. He asked for prayers for their family for a smooth transition process from Pennsylvania. Manoj+ expressed his thanks to the Human Resources Committee and the Executive Committee for a wise and faithful discernment.

St. Anne's will introduce a new Morning Prayer Bible study on Wednesdays via Zoom. He noted that a recorded sung Compline service will join the service schedule in October. With regard to the re-focused Outreach Committee, Manoj+ noted that new co-chairs Ann Carlson and Anne Zeigler will coordinate all outreach work at St. Anne's.

Betty asked for contact information for Alyssa so the Vestry can welcome her and her family and offer any assistance they might need. Manoj+ suggested there be a Vestry point person to help and Linda and Betty volunteered for this task. He would also like to put together a team of people to organize a welcome for Alyssa. Her ordination will likely take place in Spring 2021 in the Diocese of Pennsylvania.

Manoj+ asked all Vestry members to send him the names of three parishioners who are passionate about the history and mission of St. Anne's.

Concluding his report, Manoj+ led the group in a spiritual exercise focusing on discerning the "whys" of life as a way of creating a context for each person's journey and to foster intentional living. Using the words of John

C. Maxwell, the group began to consider that the "Way" (or path) is clear only when the "Why" (or purpose) has been embraced.

Junior Warden/Facilities Report –

As Jason was absent there was no facilities report.

Treasurer's Report -

Susan noted that, following up on last month's in-depth financial report, the church's finances continue to be stable. Giving remains above the budget target and expenses are still below budget. The endowment has now grown to \$100,000 more than it was on December 31, 2019. A discussion with the Investment Committee is planned to review the church's investments and plan for the coming months. Susan also noted that the audit process is on track.

Thea Chimento's Discernment of Vocation Recommendation –

Manoj+ shared his happiness that St. Anne's is a place where all are engaged in ministry and that, in the life of the church, several parishioners have felt a call to serve in ordained roles. The latest person is Thea Chimento, who is now on that journey of vocation. He asked Thea to share with the group her path and her plans. Thea shared details of her discernment process and what the process of becoming ordained in the Episcopal Church entails.

She began with the idea that everyone in the church has a calling to ministry due to their Baptismal vows. Some discern a call to fulfill those vows as an ordained vocation as she now has. She recounted her personal discernment of her call and noted that the time has come to seek Vestry and Diocesan support for the next steps, including applying to seminary. Thea explained that in order for her to be granted postulancy, St. Anne's must provide formal support for her request, both by nominating her for postulancy (and subsequent steps on the path to ordination) and by providing a small financial commitment. She spoke about her intention to combine her commitment to public service with sacramental ministry. After Thea related her journey to this decision, Mark offered her the Vestry's full support and good wishes. Many offered thanks for Thea's faithful service at St. Anne's and asked how the parish can now support her as she goes forward. Thea asked for prayers that she continue to be faithful to what God is calling her to. Paul moved that the Vestry and St. Anne's fully support Thea in her discernment process and recommend financial support. Linda seconded the motion and it passed with a unanimous voice vote. Manoj+ will call the Diocese to see what Vestry's next steps are in confirming this support.

Worship/Music Ministries –

Katherine updated the group on the efforts being made by Music Director Ernie Green to gather the choir in a safe manner so it can provide music for Sunday's streamed service. She reported that the choir has met several times outside of the church following safety procedures – wearing masks, being at least 10 feet apart and keeping gatherings short. Ernie's goal is that the choir may once again provide music for services. Each outdoor rehearsal involves the production team that produces the Sunday streamed service and the music staff members, who set up microphones, monitors, sound mixing and recording equipment and the church's electric piano, which moves outside. The resulting recorded music is then used for Sunday's streamed services to enhance the liturgy. Choir members have expressed their joy at singing together again and being able to contribute something to worship. Katherine then gave the group an overview of the processes involved in creating each Sunday's streamed service, which closely resembles a live television production. Each service takes a week to plan and map out and time to collect pre-recorded elements to be edited and mixed into the live stream. Every Sunday, a team of three technicians bring in and set up multiple cameras, microphones, along with mixing equipment, then test and balance the sound and lighting equipment and run the actual live service.

With live and pre-recorded elements, one serves as a “director” mixing elements and watching a real-time stream to ensure quality. Ernie is involved in the planning and execution of each streamed service, often functioning as a “floor manager” interacting with those involved in the streamed service. After each service is complete, the team must take down and move out all the equipment in 30 minutes to allow the church to be cleaned prior to the in-person 11:15 service. She noted that St. Anne's is fortunate to have staff members who are creative and dedicated enough to help develop this process and to see it through each week. The group expressed their sincere thanks to Ernie and his team and discussed a way to formally and publicly thank them for all their work. Katherine moved that the Vestry of St. Anne's formally appreciate and thank Ernie Green, the service production team and the IT Committee for their efforts to make our streamed Sunday morning service so beautiful and successful. Their efforts have been truly outstanding, and the Vestry is grateful. Paul seconded the motion and it passed with a voice vote.

Stewardship Update –

David thanked Manoj+ for putting together such a strong team to help with this year's campaign. The group has met, begun work and is moving in the direction of making this campaign all electronic – no paper mailings – and the website is already enabled for pledging. Mark asked about the decision not to do paper mailings. Manoj+ noted that some paper mailing follow-up might be necessary for some parishioners who are less comfortable with electronic giving. David asked the group to decide on the stewardship goal for this year. A detailed discussion followed around this question, including David's suggested three levels of goals. The group discussed the campaign's philosophy, possible methodology and agreed that all Vestry members would make a pledge by the end of the month. Manoj+ emphasized that the message should center on who we are as a parish and how we give back to God. Consensus of the group was to set this year's goal at \$950,000, a reasonable goal given the current situation and a workable budget number. Kev noted that the online pledging information needs to be updated. David asked that suggestions and ideas be sent to him.

The Vestry then went into Executive Session at 8:26 to p.m. The public meeting resumed at 8:53 p.m.

Blue Sky Committee -

Kev reported that the group has been meeting weekly and has added members: Corky Graham, Founder and CEO of LET'S GO Boys & Girls, Inc., Townsend McNitt, and Debbie Wood, founder of the Annapolis Children's Museum. The group's first area of focus will be to improve the lives of youth in the Clay Street community by developing mentoring relationships. They are working on ways to involve STEM mentors and Naval Academy Midshipmen in this role. They also hope to engage virtual mentors from colleges around the country via the CovEducation program. Townsend noted that it will be key to develop those relationships in person when that is again possible since all tutoring and mentoring at this time is done virtually. Manoj+ asked how the Vestry can assist the group's work. Kev asked that Vestry members share their ideas for finding other mentors. Manoj+ thanked the group for their excellent work thus far.

New Business -

Kev updated the group on Partners in Mission in Guatemala's efforts to maintain financial transparency after some previous difficulties with personnel in Guatemala. He reported that, although a new financial administrator has not yet been identified, the committee at work in Guatemala recently sent very detailed financial reports and receipts reflecting program activity. Kev and the team feel this group's work provides the necessary transparency and that it may not be necessary to find an auditor. Because Vestry approved the securing of an in-country auditor for the program, Kev asked if another vote was needed to authorize this change of process. Mark asked Kev to send the Vestry the reports prepared by the committee.

Approval of August Minutes -

The August minutes were distributed prior to the meeting. Mark moved that the reading of the minutes be waived and that they be accepted as submitted. Kev seconded the motion and it passed with a voice vote.

Katherine led the group in reading Psalm 134 and the Night Prayer from the New Zealand Prayer Book.

The meeting ended at 9:07 p.m.

Respectfully submitted,

Katherine Hilton

Registrar