

**Minutes of the Vestry  
St. Mark's Church Capitol Hill  
July 15, 2007 Adams Room**

**Present:**     *Clergy:*       Paul Abernathy, Rector  
                  *Wardens:*      Louise Walsh, Jim Michael  
                  *Vestry:*         Kenn Allen, Eileen Blumenthal, Doris Burton, Kathy  
  Gerhard, Kristen Hartke, Don Mosher, Lisa  
  Sotir Ozkan, and Margaret Wood  
                  *Officers:*     Charley Donnelly, Manciple  
  Pete Carlson, Acting Treasurer  
                  *Counsel:*      Rosemary Harold

**Absent:**     *Register:*     Susan Sedgewick  
                  *Vestry:*         Bruce Sherman

The meeting opened with a prayer by Paul Abernathy

Paul Abernathy, provided information to the Vestry to keep them informed about the planning for the Director Music of Keith Reas upcoming sabbatical. Included in the handout were the Position Description for the Director of Music, notes from the Music Director's Sabbatical Coordinating Committee's June 2007 meeting, Position Description for the Interim Director of Music, 2008, and a copy of an e-mail requesting Vestry action.

**Action Items and Discussion**

**1. Registers's Report**

**Don Mosher's motion to approve the minutes of the June 17, 2007 Vestry meeting as corrected passed unanimously.**

**2. Acting Treasurer's Report**

Pete Carlson noted that church expenses continued to run higher than usual in June. Over-runs experienced in the previous two months were due to anticipated expenses hitting all at one time. Some of the expenses in June were not anticipated when the budget was developed, such as Sian Jones' salary, new computer and networking capability for Baxter House staff, and the departure gift to Shearon Williams. The good news is that our expenditures for 2007 are at 49% of the 2007 budget, which is in line with previous years. However, income for the year is just at 37% of the budgeted amount, instead of 50% in previous years. To address this lag, the mid-year statements being sent out to parishioners will include pledge payment reminders. Additional good news: the current number of pledge units has increased by 14 since the beginning of the

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year, to give us a total of 422. Plate income contributed during Sunday services is running ahead of previous years, which is usually an indicator that newcomers and visitors are increasing. Income from interest on bank accounts is running behind expectations as funds had to be moved from interest bearing accounts to pay expenses.

Pete suggested that the residual left in the Associate Rector's salary account be used for costs related to the search for the new Assistant/Associate Rector and any potential relocation costs.

Other items:

- Line items:
  - Christian Education line item is higher this year than in previous years. Pete will report back on his discussions with the co-Directors.
  - Postage/copying costs appear to be on track for this year.
  - Computer operations: connection all the computers and providing Sian with a computer has absorbed 50% of the 2007 budget.
  - Finance Committee recommended the estimated \$5,000 needed for the Search for the Assistant/Associate Rector be reflected in the budget as a separate line item.
- Funds will be moved to cover the construction costs associated with the renovation of the library.
- Expenses associated with Christmas greening, Easter decorations, Brass players, etc. have not been covered by donations. This issue will be revisited this Fall.
- Jim Michael raised the questions about the source of the wear and tear of the Nave floor. It will have to be repaired and the funding will need to be found.

**Margaret Wood moved to amend the 2007 budget to include \$5000 for the Search activity line item. Doris Burton seconded. The motion passed unanimously.**

### **3. Junior Warden/Manciple Report**

Jim Michael handed out the January to June 2007 Junior Warden Building Account expense activity summary. He reported he is working on a longer term solution to the air conditioning problems experienced in June. Also, the Fabric Committee has approved the Columbarium contractor's "shop drawings."

### **4. Junior Warden's Program 2007- 2008**

Jim Michael presented, using a PowerPoint format, his proposed program. This presentation covered a history of St Mark's fund-raising initiatives for our space, a summary of the church use beyond worship and education programs; current projects (nave chairs, columbarium and dance studio); Jr. Warden Goals: Space use and needs study to include interviews with stakeholders, perform deferred maintenance, consider impact of Shrine Mont initiatives; and develop maintenance plans. Deferred maintenance

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items included Baxter House, wrought iron fence, the parking area, the terrazzo in the Nave, the carpet, Third Street garden, and the restrooms.

Following the discussion of Jim's presentation, the Vestry formed the ad hoc subcommittee to discuss requirements for upgrading the restrooms. Doris Burton will chair this ad hoc subcommittee.

## **5. Funding for Nave Chairs**

Pete Carlson reviewed the Nave chair replacement activity. Half of the needed number of chairs (240) has been funded through donations to date. Due to the concern that the new chair style might not be available much longer, the Vestry has been looking for a funding source for the remaining 120 chairs. Pete proposed that the Parish Reserve fund be used for funding 120 chairs immediately to alleviate the availability concern. He suggested that fund could be reimbursed by funds from (1) additional private donations (he does not see a conflict with the upcoming Canvass), (2) the Peter Powers' bequest (he would discuss this with Kathryn Powers), the Hoitsma Fund (he would discuss this with the Endowment Committee.)

**Kenn Allen moved the Vestry approve the expenditure of Parish Reserve funds to cover the costs of 120 additional nave chairs with the idea that these funds will be reimbursed. Don Mosher seconded the motion. After some discussion, the motion was carried unanimously.**

## **6. Alcohol Policy Issue**

After some discussion of Rosemary Harold's 2005 memo to the Vestry with regard to alcohol usage on St. Mark's premises, especially by outside groups, Lisa Sotir Ozkan offered to work with Rosemary and Kathrine Ebert to frame the issue for further discussion in September.

## **7. Shrine Mont followup:**

Louise Walsh announced a Parish meeting on September 30, for Sabbatical Follow-up. Paul Abernathy expressed that he really wants to engage the congregation in conversation and see if we can achieve consensus. He said the conversation will not be completed on the September 30, but will continue at the November Vestry retreat to consider the Parish input for making decisions about 2008 priorities.

Anne Heald, a parishioner told the Vestry that we had a great Shrine Mont and she was thinking about how to move forward. She mentioned one topic of interest, Millennium Development Goals. Ideas that could be explored: (1) A funded class on MDG; (2) adopting a "One Congregation" effort (which would require a Vestry adoption and pledge development; (3) Explore STM's education capacity. Ms. Heald asked the Vestry what it would want and need to consider such ideas. The Vestry informally suggested that more information was needed about the One Congregation campaign and its relationship to the

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MDG goals. Concerns were raised that St Mark's should be careful and avoid, as a parish, about becoming part of a political campaign agenda.

In discussing Ms Heald's request, the discussion included mention of the "One Episcopalian" program and the process for formal consideration of that program. In addition the process used by St Mark's leading to the decision to bless same sex-unions was discussed. The conclusion was that the same-sex unions was not a apt comparison. Kenn Allen suggested there needs to be a conversation about the larger issue, into which these action ideas may fit.

## **8. "Approval Process for Vestry Action"**

Louise withdrew this item from the agenda.. She wanted to reconsider the approval process.

## **9. Fundraising Policy.**

Doris Burton provided a new proposal for Vestry consideration over the next few months. She noted the policy seems to change frequently, that we have been tinkering with the policy approved in 2002, and she believes there is a need to develop clear policy that will distributed broadly. She requested comments be sent to her by email.

## **10. Vestry Vote on St Mark's Players Charter**

**Kristen Hartke announced the final version had been distributed earlier in the week to Vestry members. Don Mosher moved the Charter be approved. Eileen Blumenthal seconded the motion. The Vestry voted unanimously to approve the charter.**

## **11. What's New**

- Louise Walsh reported the Search Committee is in place and announced in the church bulletin and on the St Mark's Yahoo group.
- Susan Sedgewick and Susan Thigpen are working on a new version of the Vestry Manual (electronic format.)
- Parish Directory will be published in January, as a post-canvass activity.

## **12. What Needs Attention**

- The Vestry Greeter briefcase needs to be restocked. Louise has asked the new Hospitality Chairs (Elizabeth Long and Michelle Strange) and the adviser to the Hospitality Committee, Jane Michael, to take this on. Materials will be limited to that related to St. Mark's activities.
- Newcomer forms need to be "stand-alone." (Margaret Wood offered to serve as liaison with the Hospitality Committee.
- Resolutions governing the Finance Committee are out-of-date; Margaret Wood offered to assist Pete Carlson on this.

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- Doris Burton will be putting together a position description for the Parish Life Pillar to help with her recruiting activity.
- Still looking for 2007 Canvass leadership.

**13. What's Working**

- The newcomer forms that are currently in the Sunday bulletin need to be maintained.

The Vestry will not meet in August. The next meeting will be September 16, 2007.

Louise Walsh offered the closing prayer.

Many thanks to Rosemary Harold who ably took notes at the July Vestry meeting in the Register's absence.

Respectfully submitted,

Susan Sedgewick