

**ST. MARK'S VESTRY MEETING**  
**November 19, 2011 at 3 p.m.**  
**Sparrow Hall – Virginia Theological Seminary, Alexandria, VA**

**PRESENT:**

Clergy: Paul Roberts Abernathy, Rector  
Rebecca Justice Schunior, Assistant Rector

Wardens: Cecilia Monahan, Sr. Warden; Phil Guire, Jr. Warden

Vestry Members: Ed Corr, Bill Dickinson, Rick Hayes, Grady Hedgespeth, Charlotte Murray, Marilu Sherer, Jim Steed, Vicki Street, Janet Vail

Treasurer: Crane Miller  
Assistant Treasurer Yann van Geertruyden

Register: Mary Anderson Cooper

Counsel: Karlyn Stanley

1. **Call to Order:** The Rector called the meeting to order.
2. **Opening Prayer:** The opening prayer was offered by Marilu Sherer.
3. **Register Report:** Register Mary Cooper presented the minutes for the October meeting, which had been circulated earlier by e-mail. Junior Warden Guire moved and Counsel Stanley seconded their approval. **APPROVED.**
4. **Treasurer's Report:** Treasurer Crane Miller commented on the reports he had earlier distributed by e-mail, noting that pledge income is lagging behind the budget. Normally pledge funds increase significantly in the last quarter as people catch up on their payments for the year, but October was still slow, so escalation in payments is needed in November and December to meet the budget. Bill Dickinson said that he and James Ryder, as Canvass co-chairs, will add reminders about paying 2011 pledges off promptly to their regular announcements about the progress of the Canvass. Crane also noted that expenses were higher than usual in October because invoices for a number of repairs were late coming in. **APPROVED.**

Janet Vail stressed the importance of having the 2010 audit completed promptly, as this will be needed for loan conversations with the bank. The current team of people involved in helping to make this happen has had difficulty in doing what is needed to meet diocesan and bank requirements. The Rector said that a discussion is needed between himself, the Treasurers, the Senior Warden, and the Parish Administrator for Finance to resolve these problems.

5. **Vestry Liaison Reports:** Marilu Sherer recommended that the name of the Outreach Board be changed to the Social Justice Board. The Rector suggested that she take this suggestion to the Outreach Board to see how they feel about it and then return to the Vestry with a proposal.

6. **Endowment Fund Requests:** The Assistant Rector presented two requests for funding from the Endowment Fund which had been circulated in advance of the meeting. They were:

- for support of renewal of the St. Mark's archives (restoring and digitizing old photos and digitizing the deBurgos mural and adding an audio-visual presentation about it); and
- for an electronic newsletter and Facebook page design.

After discussion, both proposals were unanimously **APPROVED**.

7. **Space Use Policy:** The Senior Warden reported that she had received input from several Vestry members but that, because of computer problems, the document edited to include these suggestions was not yet ready for presentation.

8. **What's New? What Needs Attention? What's Working? Who Needs Acknowledgment?**

**Meditation Group:** The Senior Warden said she has not yet received final documentation, but that the group wants to be a chartered organization of St. Mark's and is willing to follow the required financial procedures.

**Annual Parish Meeting:** Vicki Street reminded Vestry members that three of their group would be rotating off the Vestry and that it was important to start now to find people to be elected to their positions in March.

9. **Motion to Adjourn**

10. **Closing Prayer:** The closing prayer was offered by Vicki Street.

Submitted by  
Mary Anderson Cooper, Register