

MINUTES OF ST. MARK'S VESTRY MEETING  
ST. MARK'S EPISCOPAL CHURCH, WASHINGTON, DC  
OCTOBER 16, 2011

**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  
Asst. Treasurer Nominee: Yann van Geertruyden

Register: Mary Anderson Cooper

Counsel: Karlyn Stanley

1. **Call to Order:** The Rector called the meeting to order at 1:15 pm.
2. **Opening Prayer:** The opening prayer was offered by Jim Steed.
3. **Minutes of September meeting:** Mary Cooper presented the minutes of the September Vestry meeting, which had been e-mailed to members earlier. With thanks to Raiford Gaffney, who took the minutes in the absence of the Register, the minutes were **APPROVED**.
4. **Treasurer's Report:** Crane Miller submitted the name of Yann van Geertruyden to serve as Assistant Treasurer. Rick Hayes moved approval and Marilu Sherer seconded. **APPROVED**.

Crane noted that the members of the Finance Committee are the Rector, the Assistant Rector, Cecilia Monahan (Senior Warden), Phil Guire (Junior Warden), Vicki Street and Janet Vail (members of the Vestry), Bill Dickinson (member of the Vestry, and Canvass Coordinator), Kathryn Powers (immediate past Treasurer), Linda Ewald (treasurer for the capital campaign), David Willson (former Treasurer, and former co-chair of the Endowment Board), Christi Anthony, Crane Miller (Treasurer and Chair of the Finance Committee), and Yann van Geertruyden (Assistant Treasurer). He asked that James Ryder, Co-Canvass Coordinator) be added to the Committee. Rick Hayes moved approval and Marilu Sherer seconded. **APPROVED**.

Crane distributed the Treasurer's Report for September, noting that expenses exceed income at this point by \$94,000. Vicki Street observed that contributions through the offering plate have already exceeded the budgeted amount for the year, which is a positive sign. Crane stated that pledge income usually rises significantly toward the end of the year and that the current deficit will probably be made up in that way. **APPROVED.**

He reported that Dave Willson is now the Treasurer for the Dance Studio, which had a very successful recruitment in September so that income is now ahead of expense by \$10,000, with \$5,000 more likely to come in.

He also requested that the budget line now named Discernment Process be renamed Capital Campaign. **APPROVED.**

Janet Vail suggested that the Capital Campaign be reported in a separate document. The funds will be gathered over a five year period. Linda Ewald, who serves as Treasurer for the fund, will be asked to make a monthly report to the Vestry. **APPROVED.**

**5. Pillar Reports:** Bill Dickinson reported that Colie Agle, on behalf of the Meditation Center, seems favorable to the cash management suggestions from the September Vestry meeting.

**6. Senior Warden's Report:** Cecilia Monahan reported that Jack Burton, Rick Hayes, Christine Farrell, Alexis Truit, and Heather Cipu met to discuss merging the St. Mark's Mardi Gras event with the Players Masked Ball on February 18. The Players would do much of the organizing but would need volunteers. The St. Mark's Mardi Gras has had difficulty finding leaders. This would not be specifically a fund-raising event, but any funds raised and not spent on the event would go to Parish Life.

**7. Stewardship Report:** Bill Dickinson reported that he and Mike Townsend are meeting regarding the October 29 launch of the Capital Campaign. He said that the goal for the annual stewardship drive to support the parish's ongoing operations and programs in 2012 is \$850,000. There were 386 pledging units in 2011. The goal for 2012 is 405. To date, \$110,000 has been pledged from 21 pledging units, most of whom are major donors who generally are not increasing their pledges.

**8. Space Use:** Phil Guire reported that he is developing a questionnaire for those requesting space to determine the appropriateness of such use, how their use disrupts parish life, etc. Marilu suggested having a point value evaluation standard for space applicants.

**9. Middle East Working Group:** The Middle East Working Group submitted a request for permission to sell olive oil and olive wood Christmas items as they have done in the past. The proceeds would benefit farmers and craftsmen in the West Bank as well as a health clinic. Last year's sale raised \$2600. Charlotte Murray moved approval and Marilu Sherer seconded. **APPROVED.**

**10. Vestry Retreat, November 18-19:** Rick Hayes reported that the Fall Retreat will be held at Virginia theological Seminary beginning at 6 p.m. on Friday and ending on Saturday at 9 p.m. Friday evening's session will include a potluck dinner and will be held at Bill Dickinson's home. The Saturday sessions will be at VTS.

**11. Resolution of Appreciation for Roy Lara:** A resolution of appreciation for Roy Lara, with whom St. Mark's parishioners have worked closely in ministry in Honduras, was circulated by e-mail prior to the Vestry meeting. Vicki Street moved its approval. Marilu Sherer seconded.  
**APPROVED.**

**12. What's new? What Needs Attention? What's Working? Who Needs Acknowledgment?**

Staff: The Rector stated that the current staff is working extremely well together.

Capital Campaign Fundraising: The Senior Warden observed that some people have indicated they have things they would like to sell for the benefit of the Capital Campaign. There needs to be further discussion of this and of how to involve parish children.

Vestry Manuals: She also noted that the Vestry Manuals need to be updated. She, Mary Cooper, and Janet Vail will work on this.

Contracts: Counsel Karlyn Stanley asked whether all of the parish's contracts with companies and contractors, along with invoices for their services, are kept in one central repository. If not, they should be. This will be especially important with regard to the Capital Campaign.

Gas Contract: The Junior Warden reported that we are at market rate for gas use but said he hopes to get a better rate for a longer contract.

Pub Lunches: It was noted that it is becoming increasingly difficult to get people to do pub lunches. The Senior Warden encouraged pillars to ask the groups in their areas to get involved in offering lunches.

Annual Parish Meeting: The APM is scheduled for March 11, possibly during a service. Vicki Street volunteered to take the lead in planning it.

Audit: Janet Vail inquired about the status of the parish audit. The Treasurer said that 2009 is completed and the materials for 2010 have been picked up by the auditor. He has requested completion of the 2010 audit by December 31. Janet pointed out that having a final audit report in hand will be crucial in seeking a loan for the Capital Campaign.

The closing prayer was offered by Vicki Street.

Submitted by  
Mary Anderson Cooper, Register