

**St. Alban's Episcopal Church**  
**Minutes of Vestry Meeting, As Approved**  
**Wednesday, August 17, 2022**

**Officers Present:** Geoffrey Hoare (Rector), Trevor (Ted) Swett (Senior Warden), Stephanie Cucuru (Junior Warden), and Carol A. Aschenbrener (Secretary)

**Members Present:** Carol A. Aschenbrener, Ted Cage, Rachel Colson, Lisa Garnett, Brian Glosch, Tom Gustafson, Megan King, Gloria Manzo, Suzy Mink

**Youth Representatives Present:** Hana Keenan

**Members Absent:** Michele Armitage, Erin Bowers, Matt Cunningham

**Youth Representatives Absent:** Alex Mello

**Diocesan Delegate:** Candice Brown

**Staff Members Present:** Yoimel González Hernández and Emily Griffin

**Others:** Robin Rudd (WSA), Tom Roth (Chancellor)

**Call to Order:** Rector Geoffrey Hoare called the meeting to order via Zoom conference call at 6:36 PM and led the vestry in prayer.

**Opening Meditation:** Vestry member Lisa Garnett opened her meditation by noting that the idea of credentialing - how we establish ourselves as having the qualifications for a particular role or function - has been on her mind lately. She admitted being caught up in the “credentials race” until age 25, working diligently to acquire the credentials of competencies for the world of work. She then married and turned her attention to family and household, with some outside work interspersed. She derives satisfaction from the “community” of family and friends she has shaped and nurtured. Her friends provide unconditional positive regard just as Jesus points us to our higher and best self. She ended by posing a question for reflection the vestry: As we prepare to call the next rector for St. Alban's, don't we want someone who points us -institutionally and personally – to becoming our best selves? This question sparked considerable comment from the vestry

**Approval of Minutes of Regular Meeting:** Upon motion seconded, the Vestry unanimously approved the minutes of its regularly scheduled meeting held on June 15, 2022.

**[Vestry Action 2022.8-1]**

**Treasurer's Report:** Treasurer Hollis McLaughlin reported that income and expenses tracked with budget for the first seven months of the year. The endowment stands at \$5.3M, down 16% from its highest value. He stressed the importance of continuing to focus on the long term for the endowment despite the current market volatility.

To date, we have had expenditures of \$1.9M for capital improvements, against a budget of \$2.3M. The capital campaign netted \$2M in pledges, with \$1.5M already received. This amount represents 80% of the pledge amount, with 60-65% of donors having already fulfilled their pledges. At this point, there is no sign of material departure from the project budget. The vestry previously approved a \$300,000 draw on the endowment to bridge the gap between pledges and anticipated expenditures, with \$215,000 already taken. The additional \$85,000 approved will be taken if needed. We will use the church's cash flow and additional draws to cover any interim until pledges are collected. Project manager Gary Baker has yet to submit an invoice for his fees.

Upon motion seconded, the Treasurer's Report was unanimously adopted as presented.

#### **[Vestry Action 2022.8-2]**

**Rector's Report:** Rector Geoffrey Hoare provided a written report on recent activities, adding thanks to volunteers for planning the St. Alban's Day picnic. A second summer coffee hour was held via zoom on August 16 and a third will be scheduled in September before Geoffrey's departure.

**Senior Warden's Report:** Senior Warden Ted Swett provided a written report and highlighted planning for the September 25 reception as an opportunity to engage new volunteers to assist with food and logistics. He has opened a conversation with Associate Rector Emily Griffin about ways to nurture our relationship with the Latino members of the St. Alban's community. They will pursue vestry member Gloria Manzo's suggestion to add a new cross in the worship space in Nourse Hall for the services held in Spanish.

**Junior Warden's Report:** Junior Warden Stephanie Cucuru provided a detailed written report on status of current buildings and grounds issues. The HVAC and Security project is nearly complete, with only some security hardware issues to be resolved. With the Columbarium nearing capacity, the Building and Grounds Committee has begun discussing options for repair and/or expansion of the existing structure. Vestry member Ted Cage agreed to lead planning for renovation of the rectory and is recruiting others for this project. Geoffrey stressed the importance of identifying ways to fund the rectory repair to make it suitable as a potential rental residence for occupants of the Cathedral Close.

Stephanie noted that the Op Shop did a booming business during the few months it was open before the usual August recess. Robin Rudd noted that the date of reopening is uncertain due to operational and logistical issues. The Op Shop manager completed her service in early August and a search committee will convene later this week to initiate search for a new manager.

**Highlights from other reports:** There were additional reports from the associate rectors with highlights as follows:

Associate Rector Yoimel González Hernández updated the vestry on plans for resuming the youth program in September. He also noted that plans are underway for two pilgrimages in 2023, the postponed trip to the South of France for the Senior Youth Group and the J2A trip.

Associate Rector Emily Griffin shared brief highlights from her sabbatical and thanked the vestry for their prayers and support.

After closing prayers, the vestry went into executive session, sans Geoffrey, to discuss the status of the search for a new rector.

The meeting was adjourned at 7:58 PM.

**Interim Resolution:** Rector Geoffrey Hoare informed the vestry of one matter of urgent necessary business via email on August 30, 2022. The project to furnish the lower level of Satterlee Hall will exceed the budgeted amount by \$28,000 due to additional water mitigation and the cost of equipping the main conference room for hybrid meetings. The \$28,000 would be taken from the reserve fund, now at about \$250,000.

The Executive Committee moves that \$28,000 be taken from the reserve fund to complete the project of preparing the lower level of Satterlee for programmatic and ministry purposes.

Motion passed unanimously one member responding by telephonic communication, the rest by email.

**[Vestry Action 2022.8-3]**

Respectfully submitted,  
Carol A. Aschenbrener, Secretary