

St. Alban's Episcopal Church
Minutes of Vestry Meeting, As Approved
Wednesday, February 16, 2022

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

Members Present: Michele Armitage, Carol A. Aschenbrener, Erin Bowers, Ted Cage, Rachel Colson, Matt Cunningham, Lisa Garnett, Brian Glosch, Tom Gustafson, Megan King, Suzy Mink,

Members Absent: Karina Rodriguez.

Youth Representatives: Hana Keenan

Diocesan Delegate: Candice Brown

Staff Members Present: Emily Griffin and Jim Quigley (Associate Rectors), Doug Dykstra (Director of Finance)

Others: Robin Rudd and Susan Morris (WSA), Omar Rodriguez (Seminararian)

Call to Order: Rector Geoffrey Hoare called the meeting to order via Zoom conference call at 6:35 PM and led the vestry in prayer.

Opening Meditation: Senior Warden Ted Swett opened the first meeting of the new vestry with a meditation. After telling of his best childhood friend and the friend's family in El Salvador (the first people Ted truly loved outside of his own family), he contrasted "profane time" -- our usual life on Earth, with its admixture of good and evil -- with "sacred time" or God's own time, when, in the words of St. Julien, the story of Jesus and the Resurrection teaches that "all will be well ..." His point was that despite the imperfection of our daily lives, we sometimes receive intimations of that ultimate blessed state, as when we experience deep friendship and love. He articulated his hope that St. Alban's can be a place of such intimations of the sacred -- whether it be from worship or music, or teaching and learning, or prayer -- from which we can all draw confidence and resilience and deepen our trust in God's love.

Report of the Nominating Committee: Vestry members Rachel Colson and Lisa Garnett presented the nominations for officers of the vestry as follows: Stephanie Cucuru as Junior Warden for the one year remaining in the term that Ted Swett vacated upon election as Senior Warden, Hollis McLoughlin as Treasurer for a one-year term, and Carol Aschenbrener as Secretary for a one-year term. There were no other nominations from the floor and all three were elected by acclamation on separate votes.

[Vestry Action 2022.2-1]

The Nominating Committee recommends Tom Gustafson as a member of the vestry for a two-year term, the time remaining in the term that Stephanie Cucuru vacated upon becoming junior warden. There were no other nominations from the floor and Tom was elected to the vestry by acclamation.

[Vestry Action 2022.2-2]

The vestry approved the designation of Hana Keenan (to summer 2023) and Alex Mello (to summer 2024) as Youth Representatives to the vestry.

[Vestry Action 2022.2-3]

The Chancellor of the vestry serves as an informal legal advisor to the Rector and must be a member of the Bar. David Ridenaur is stepping down from that position. The vestry affirmed the appointment of Tom Roth as Chancellor for a one-year-term.

[Vestry Action 2022.2-4]

The Nominating Committee recommend the following for membership on four statutory committees of the vestry, all for one-year terms.

Personnel: Suzy Mink (chair), Tom Gustafson, Lisa Birchard, Abel Smith

Buildings and Grounds: Junior Warden Stephanie Cucuru (chair), Bob Witten, Lucy Fraser Cage, John Nickum, Noel Sottile, Bob Pinkard, Ted Cage

Budget and Finance: Treasurer Hollis McLoughlin (chair), Bill Cline, Lisa Garnett, Michele Armitage, Dudley Winthrop

Governance: Senior Warden Ted Swett (chair), Bob Pinkard, Rachel Colson, Megan King, Chancellor Tom Roth (ex officio)

These recommendations were unanimously approved as a group.

[Vestry Action 2022.2-5]

The Nominating Committee recommended that Gib Kirkham be appointed to the Memorial Lecture Committee to join David Brown (convener) and Laura Ingersoll.

The vestry unanimously approved this appointment.

[Vestry Action 2022.2-6]

Appointment of delegates and alternate delegates to the Diocesan Convention will be considered at the March 2022 vestry meeting.

Approval of Minutes of Regular Meeting: Upon motion seconded, the Vestry unanimously approved the minutes of its regularly scheduled meeting held on January 19, 2022.

[Vestry Action 2022.2-7]

Treasurer's Report: In the absence of Treasurer Hollis McLoughlin Geoffrey referred the vestry to the written report submitted by Director of Finance Doug Dykstra for the month of January.

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

[Vestry Action 2022.2-8]

In advance of the meeting, vestry members received copies of St. Alban's audited annual financial statements for 2019 and 2020 along with the "clean" opinion of our outside auditors. In addition to delivering its audit opinion, the audit firm provided a separate management letter making recommendations for strengthening certain bookkeeping and internal accounting practices.

Upon motion seconded, the vestry voted unanimously to receive and audit reports and directed the Director of Finance, the Treasurer, and the Budget and Finance Committee to oversee the implementation of the recommendations in the management letter.

[Vestry Action 2022.2-9]

Parochial Report for 2021: The Parochial Report for 2021 was distributed for review in advance of the meeting. Geoffrey noted that responses to some of the narrative questions were left blank as they will be included in the upcoming assessment of Parish Vitality as part of the diocesan rector search process.

The report was approved for submission unanimously.

[Vestry Action 2022.2-10]

Rector's Report: Geoffrey referred the vestry to his written report.

Senior Warden's Report: Senior Warden Ted Swett emphasized the importance of a deliberate and energetic effort to foster revitalization of parish life as we emerge from two years of

pandemic-related physical distancing. Such effort is especially important as we approach a transition in leadership. Ted invited ideas from the vestry and suggested formation of a parish revitalization committee that would include some, but not be limited to members of the vestry. Ted also noted that he will be collaborating with Stephanie Cucuru on the ongoing capital projects as she transitions to the role of junior warden.

Other Reports: There were several additional written reports, with highlights as follows.

Associate Rector Emily Griffin reminded vestry members that they would soon receive an email from Realm to set up their account for the online parish directory. She encouraged prompt response.

Associate Rector Jim Quigley sought the vestry's input on inviting fully vaccinated adult volunteers to resume service in our feeding ministries with Christ House and the Grate Patrol Van, with requirement to mask. All agreed.

After closing prayers, the vestry went into executive session at 7:54 PM.

The meeting was adjourned at 8:00 PM.

Respectfully submitted,
Carol A. Aschenbrener, Secretary