

St. Alban's Episcopal Church
Minutes of Vestry Meeting, For Review
Wednesday, November 17, 2021

Officers Present: Geoffrey Hoare (Rector), Ken Patterson (Senior Warden), Trevor (Ted) Swett (Junior Warden), Hollis McLoughlin (Treasurer) and Carol A. Aschenbrener (Secretary).

Members Present: Carol A. Aschenbrener, Paul Brewster, Rachel Colson, Stephanie Curcuru, Lisa Garnett, Megan King, Susan Morris, Josepha Musabyemariya Nelson, Dudley Winthrop. Youth Representatives Hana Keenan and Annie McLean.

Absent: Vestry Members Suzy Mink, Karina Rodriguez, and Matt Cunningham.

Staff Members Present: Emily Griffin, Yoimel González Hernández, and Jim Quigley (Associate Rectors), Doug Dykstra (Director of Finance), and Mery Montenegro (Communications Manager).

Others Present: Robin Rudd (WSA) and Candice Brown.

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.

Approval of Minutes of Regular Meeting: Action on the minutes of October 27, 2021, was postponed until next meeting, pending a few additional tweaks.

Treasurer's Report:

Treasurer Hollis McLoughlin reported that St. Alban's is on track with pledge income in 2021, especially given the surge of pledge income we historically receive in December. He cautioned that Collections and Contributions may come in under budget, but that may be offset by lower-than-expected operating costs. He also noted how extremely important the Annual Campaign is this year. On a positive note, the cash situation is very strong. We have dispersed more than \$250,000 toward the HVAC project, with \$900,000 remaining to cover bills. The Finance Committee continues to discuss how to bridge the roughly \$1 million gap between cash proceeds from the capital campaign and pledges committed. Also positive, the endowment remains strong at \$6.6 million.

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

[Vestry Action 2021.12-1]

The Executive Committee offered a motion (Second Vote) to allow us to withdraw up to \$300,000 from the endowment to put toward the cost of building improvements to air-handling systems, security upgrades and bringing the kitchen to code.

The motion was unanimously agreed to.

[Vestry Action 2021.12-2]

Report of the Nominating Committee. On behalf of the Nominations and Election Committee, Paul Brewster presented the slate of candidates for the January 2022 elections for Senior Warden (one to be elected for a 3-year term) and Vestry Members (four to be elected to 3-year terms) in January 2022.

Candidates for Senior Warden are Tom Gustafson and Ted Swett.

Candidates for Vestry are Michele Armitage, Erin Bowers, Ted Cage, Brian Glosh, Tom Roth, and Jessica Vermooten.

The candidates will provide written materials to the Committee by December 10, 2021, for publication to the Parish in English and Spanish by December 16, 2021, in accordance with the Bylaws.

Rector Geoffrey Hoare thanked members of the Nominating and Elections Committee. Committee members include the following: Paul Brewster, Josepha Musabyemariya Nelson, Dudley Winthrop, Laura Ingersoll, Joe McLean, and Ken Patterson. Geoffrey also noted the challenge of finding candidates to stand in a contested election, as required by the Bylaws, and expressed some hope that in the future, the Vestry might consider whether to move to an uncontested election (i.e., a nominated slate).

In response to several questions, Committee Members Paul Brewster and Dudley Winthrop described the extensive efforts of Committee members to identify candidates of color and the challenge of finding candidates who meet the qualification requirements of our Bylaws (e.g., Article VI, Section 1, which requires that candidates be confirmed or received in this Parish). Rector Geoffrey Hoare responded to a question on the process to fill the Junior Warden position if current Junior Warden Ted Swett is elected as Senior Warden (the Vestry nominates and elects a Junior Warden to fill the remaining 1-year of the term).

Senior Warden Ken Patterson noted that another requirement of the Bylaws may have limited the size of the candidate pool for Senior Warden. Specifically, Article VI, Section 1, requires a candidate for Senior Warden have served for at least two years on the Vestry prior to being nominated for Senior Warden. Ken announced that the Governance Committee would soon consider a proposed amendment to the Bylaws to remove the requirement that a candidate for Senior Warden must have served at least two year as a Vestry member.

Upon the Committee's motion, the Vestry voted to accept the slate as proposed by the Nominating and Elections Committee. Ted Swett abstained since he has been named as a candidate.

[Vestry Action 2021.12-3]

Rector's Report.

During the Rector's report, Geoffrey introduced Mery Montenegro (our new Communications Manager), invited Vestry Member Lisa Garnett to provide an update on the Annual Appeal, and invited discussion on how we might respond if the Mayor relaxes the mask mandate in the District of Columbia.

Geoffrey introduced Mery Montenegro, our new Communications Manager. Geoffrey noted that Mery was responsible for our first (and very successful) livestreamed service. Mery was born in the United States and raised in Caracas, Venezuela. She lived in the United States during middle school, and returned for good about six years ago. Mery has a background in marketing and branding and most recently worked for the 2020 Census Campaign for the Hispanic Community.

Senior Warden Ken Patterson noted that Mery Montenegro will soon lead the effort to compile an online Parish directory, along with Deborah Potter and Vestry Member Stefanie Curcuru. On January 9, 2022, they will start collecting photos for the online directory.

Vestry Member Lisa Garnett provided an update on the Annual Appeal. As of yesterday, we've received pledges from 117 households (goal: 286) totaling \$653,000 (goal: \$1.325 million). Lisa noted that there are two weeks left in the public phase of the campaign, before we quiet down during Advent. Parishioners are urged to get pledges in. And following this abbreviated meeting, Vestry members will conduct outreach to folks who have not pledged before.

Geoffrey sought the general sense of the Vestry about how we should respond if the Mayor relaxes the mask mandate in the District of Columbia. The general consensus among most Vestry Members who spoke is that we should continue our current policy (requiring masks at services) through the holidays, regardless of what Mayor Bowser does.

Senior Warden's Report.

Senior Warden Ken Patterson noted again that work on the new online Parish directory will begin on January 9, 2022. Additionally, Ken announced that voting procedures for the January 2022 elections will be electronic, similar to the procedures used in the January 2021 elections. Vestry members will vote on the procedures in December. Finally, the memorial altars in memory of Ron Hicks are on target to be unveiled at the Annual Meeting in January.

Junior Warden's Report.

Junior Warden Ted Swett provided a detailed written updated of progress on the capital projects. He also highlighted the gift of John Nickum and Linda Lear to fund the purchase and installation of LED lights in chandeliers throughout the church, which improved the cheerfulness of our worship space.

Other Reports.

Associate Rector Emily Griffin provided a written report, which provided updates on Children's Chapel, Godly Play, Grate Patrol, and livestreaming of the Spanish service, among other things. Rector Geoffrey Hoare expressed gratefulness to Emily and Mery Montenegro, Communications Manager, for their involvement in the detailed work of livestreaming.

Associate Rector Jim Quigley provided written report, which provided updates on adult formation, Christian Social Ministries (including the final allocations given to various ministries in 2021), and his participation in a conversation with Bishop Buddle and colleagues from other parishes about the possibility of creating a collaborative ministry to students at American University. He also provided an update on conversations with Frances Busean (IONA Senior Services) and Vestry Member Megan King about St. Alban's hosting a small Christmas Day dinner for vaccinated members of the IONA community who use the church each week. He also noted the remarkable work of the WeCare group led by Marcy Fisher and Margie Delaney.

Associate Rector Yoimel González Hernández, Associate Rector provided a written report, which included updates on youth ministry and Latino ministry, among other things.

Vestry Member Josepha Musabyemariya Nelson provided a written report on Global Mission.

After closing prayers, the meeting was adjourned at 7:15 PM.

Respectfully submitted,
Rachel Colson, Vestry Member