

**St. Alban's Episcopal Church**  
**Minutes of Vestry Meeting (AS APPROVED)**  
Wednesday, March 21, 2018 – 6:25 pm  
Room 301 Satterlee Hall

**Vestry Officers Present:** The Rev'd Geoffrey Hoare (Priest-in-Charge), Laura Ingersoll (Senior Warden), Diane Adams (Junior Warden), Hollis McLoughlin (Treasurer), Trevor Swett (Secretary).

**Vestry Members Present:** Adrienne Allison, Michele Bond, Leo Coco, Julie Clements Smith, Glenn Davis, Emily DiBari, Lucy Fraser, Tom Gustafson, Jane Schubert; Woodfen McLean (Youth Representative).

**Staff:** The Rev'd Jim Quigley.

**Others Present:** Barbara Manard (Diocesan Delegate); Heather Sondel (Diocesan Delegate); Tom Jansen (parishioner).

**Call-to-Order:** A quorum being present despite a snowstorm, the Priest-in-Charge called the Meeting to order at approximately 6:25 p.m. and Leo Coco delivered the opening prayer:

*Lord God, Heavenly Father, we meet here tonight as the representatives of our congregation, likely to make the most important decision during our service on the Vestry. Guide our hearts and our minds in the spirit of fairness, right thought and speech. May your Spirit allow us to hear what each of us has to offer, bringing light to both possibilities and realities, drawing us always to consider what you would have us be and do in this time and place. Help us offer what we can to your service and your glory, mindful of the great gifts we have been given, especially the opportunity to call Geoffrey as our Rector, and the ministries of Jim, Emily and Debbie who have guided us lovingly to this point. These things we pray in the name of Jesus, the one we call Christ, in whose name and hope we gather together as a community. Help us all to live in such a way that we draw closer to your vision for us and together journey faithfully in your Way.*

**Approval of Minutes:**

**Upon motion duly seconded, the Vestry approved the minutes of its meeting held on February 28, 2018.**

**[VESTRY ACTION 2018-03.01]**

Senior Warden Laura Ingersoll stated that the first order of substantive business was to consider whether the Vestry should call The Rev'd Geoffrey Hoare as the next rector of

the parish and to consider the terms of a draft Letter of Agreement between Hoare and the Wardens and Vestry, which he and the Wardens had prepared for the Vestry's consideration should he receive the call. Ingersoll suggested that the Vestry go into Executive Session to discuss these matters in Hoare's absence.

**Upon motion duly seconded, the Vestry voted to enter into Executive Session at 6:30 p.m.**

**[VESTRY ACTION 2018-03.02]**

The Treasurer, the Secretary, and the Youth Representative in attendance at the Meeting participated in the Executive Session by permission of the Vestry.

Upon emerging from Executive Session at approximately 7:08 p.m., the Vestry took up for decision the question of the call.

**Upon motion duly seconded, the Vestry unanimously approved the following resolution, each Member in attendance being polled individually.:**

**The Vestry has prayerfully and thoughtfully considered the best interests of our Parish community at this point in our collective life, and we have reflected deeply on The Rev'd Geoffrey Hoare's ministry to the community as Priest-in-Charge during the past year. We have invited our fellow parishioners to give us their views on whether we should call him to serve as our Rector, and we have carefully listened to their voices, which have overwhelmingly supported such a call. Following a period of discussion and discernment, we have resolved to extend that call. We do this with joy and in faithful hope that together with Geoffrey, and under his guidance, the St. Alban's family can live fully into the promise of God's Kingdom on earth.**

**Accordingly, the Vestry elects The Rev'd Geoffrey M. St. J. Hoare to serve as our Rector, pursuant to the terms of a Letter of Agreement to be finalized by the Wardens and approved by the Vestry and our Bishop.**

**[VESTRY ACTION 2018-03.03]**

After receiving the Vestry's warm congratulations and great good wishes for the future of his leadership of the parish (as well as a toast with a bit of champagne), Hoare made brief remarks. He stressed that, beyond the various practical matters requiring attention in the next phase, the great need is for the parish to live out the message that following Jesus through worship, generosity, and service is truly life-enhancing. For many people in our time and cultural era, custom alone will not be an effective gateway to faith; rather, it will require the authentic example of a vibrant faith community.

The Vestry then took up the draft Letter of Agreement:

**Upon motion duly seconded, the Vestry unanimously approved the following resolution:**

**The Vestry approves the terms of the Letter of Agreement between the Wardens and Vestry of St. Alban's Episcopal Church, Washington, D.C., and the Rev'd Geoffrey M. St. J. Hoare, as presented by the Wardens on March 21, 2018.**

**[VESTRY ACTION 2018-03.04]**

The Senior Warden noted that the celebration of new ministry has been tentatively set for Saturday, June 23, 2018, the first day when Bishop Budde will be available following her sabbatical to preside over that service.

**Report of Parish Life Committee:** The Vestry then turned to the report of the Parish Life Committee. Emily DiBari explained an idea modeled on the Stewardship Campaign for raising volunteers through a coordinated sign-up campaign over a defined period of time with progress reports to the parish. A discussion of this potential approach followed.

For this year's Gala Auction, the Parish Life Committee proposed that Vestry members combine donations to purchase a gift certificate for dinner at the Inn at Little Washington, in the range of \$500. Members are asked to send their donations to Doug Dykstra and to let DiBari know the amounts so she can determine the total amount of the gift certificate.

**Report of Worship Group Committee:** Michele Bond has created a list of the parish's Worship Groups and their funding sources. Joan Schubert is creating a similar list of Outreach Groups.

**Reports of Associate Clergy:** The Vestry received the monthly reports of the Associate Rectors.

**Report of the Junior Warden:** Junior Warden Diane Adams informed the Vestry that her focus in the initial stages of her term is on addressing the various items on the Maintenance List compiled in October 2017 by Marc Fetterman. Funding has been set aside for all of these tasks, which she is sorting into like-kind groupings Charles Porter's hands-on involvement is critical to putting maintenance of our buildings and grounds on a sound basis.

**Report of the Priest-in-Charge:** Hoare did not elaborate on his final report as Priest-in-Charge, except to note that Renée L. Patrick is joining the staff on a full-time basis as Parish Administrator and Youth Program Administrator. She will work under the supervision of Charles Porter, who will receive the title of Director of Operations. Having served for the last five years as Parish Administrator and Building Manager at Christ Church, Columbia, Maryland, Patrick comes to us with excellent credentials for her new job.

**Report on Sabbatical Planning:** Leo Coco reported on work that he, Laura Ingersoll, Michele Bond, and Wendy Reaves are doing with the Rev'd Jim Quigley to plan a sabbatical he will take in 2019. Quigley is pursuing a grant from the Lilly Endowment National Clergy Renewal Program administered by the Christian Theological Seminary (a "Lilly Grant"), the purpose of which is to strengthen Christian congregations by providing clergy with opportunities "for intentional exploration and reflection, for regaining the enthusiasm and creativity for ministry, and for replenishing their own spiritual reservoirs." The maximum Lilly Grant amount is \$50,000, of which up to \$15,000 may be used to cover necessary pastoral functions during the applicant's absence and/or for programs or activities that will enable the congregation as a whole to be renewed in its ministry. A congregation must continue the applicant's salary and benefits during the renewal leave.

Quigley explained the several components of the program he will propose in the grant application. He will take a sabbatical commencing on or about February 20, 2019, whether or not the Lilly grant does not come through. If the grant is awarded, Quigley will add two weeks of vacation to ten weeks of sabbatical, so that he will be away for three full months.

The Vestry recorded its strong support for Quigley's application while noting that it will be important to explain the matter to the congregation and muster its support.

**Upon motion, seconded, the Vestry resolved that:**

**On behalf of the congregation of St. Alban's Episcopal Church, the Vestry wholeheartedly endorses a sabbatical leave in 2019 for the Reverend Jim Quigley, in recognition of his outstanding service to St. Alban's as associate rector and his contributions to our congregation as a spiritual leader, preacher, teacher, and caregiver. In particular, the Vestry approves the proposal for a Lilly Endowment National Clergy Renewal Program grant that will enable him to have a sabbatical designed to enrich him personally, spiritually, and intellectually. We joyfully look forward both to supporting his project and to having the St. Alban's Parish community benefit from this experience of renewal and rejuvenation.**

**[VESTRY ACTION 2018-03.05]**

**Adjournment:** There being no further business before the Vestry, the meeting was adjourned at approximately 8:15 p.m.

Respectfully submitted,

Trevor W. Swett III  
Secretary