

St. Alban's Episcopal Church
Minutes of Vestry Meeting (APPROVED)
Wednesday, July 18, 2018
Room 301 Satterlee Hall

Vestry Officers Present: Geoffrey Hoare (Rector), Laura Ingersoll (Senior Warden), and Trevor Swett (Secretary). Hollis McLoughlin (Treasurer) was away.

Vestry Members Present: Adrienne Allison, Michele Bond, Walker Carter, Leo Coco, Glenn Davis, Lucy Fraser, Tom Gustafson, Tomás Montgomery, Lara McCoy Roslof, Jane Schubert, Julie Clements Smith, and Trevor Swett. Unable to attend were Corinna Gilmore (Youth Representative), and Woodfen McLean (Youth Representative).

Staff: Emily Griffin (Associate Rector), Debbie Kirk (Associate Rector), and Douglas Dykstra (Director of Finance). Jim Quigley (Associate Rector) was out of town.

Others Present: Barbara Manard (Diocesan Delegate), Robin Rudd (Chair, Workers of St. Alban's), and Tom Jansen (parishioner).

Call-to-Order: A quorum being present, the Rector called the Meeting to order at 6:30 p.m. Glenn Davis gave the opening prayer:

O Lord, grant us strength in this moment to center our minds, so that the decisions we reach this evening, affecting the ministry within and beyond our beloved Parish, serve Your will. May we consider in good faith the perspectives shared by our brothers and sisters in Christ. May our hearts be available to finding common ground, and to approaching differences in a spirit of empathy and patience.

We ask these things in the name of Your Son, Amen.

Approval of Minutes: Upon motion seconded, the Vestry approved the minutes of its June 20, 2018 meeting.

[VESTRY ACTION 2018-07.1]

Selection of Successor Junior Warden: As noted in a memorandum from the Rector and the Senior Warden that was transmitted to the Vestry electronically on July 15, 2018, Diane Adams has withdrawn as Junior Warden for personal reasons. The Rector explained that the parish bylaws call for the Vestry to choose her successor. The aforesaid memorandum put forth the Executive Committee's nomination of Lucy Fraser for the position. Other nominations were invited, but none was offered.

Upon motion, the Vestry unanimously selected Lucy Fraser to serve as Junior Warden until January 2019.

[VESTRY ACTION 2018-07.2]

The Vestry gave a special vote of thanks to Diane Adams for the excellent work she carried out during her time as Junior Warden.

[VESTRY ACTION 2018-07.3]

Senior Warden Laura Ingersoll noted that Adams's withdrawal and Fraser's election as Junior Warden leaves a vacancy in the membership of the Vestry. Ingersoll suggested, and the Vestry agreed, that under the circumstances there was no need to fill the vacancy before the next Annual Meeting of the parish.

Financial Report: In lieu of the Treasurer, Michele Bond, a member of the Finance Committee, presented the financial report. It reflected continued strength in pledge income and Opportunity Shop sales; a balance of \$4,073,095 in the endowment (down by c. \$5,000 due to market fluctuation), and a balance of \$695,132 in the reserve fund.

Upon motion seconded, the Vestry adopted the Financial Report as submitted.

[VESTRY ACTION 2018-07.4]

Presentation of draft bylaws: The Senior Warden explained that, with the Diocese of Washington having recently revised Canon 47, the parish must revisit its bylaws. In addition to conforming the bylaws to the updated Canon (which prescribes much of their contents), this task also provides an opportunity to modernize and streamline the bylaws generally. As per the schedule laid out at the Vestry's meeting last June, the Vestry will carry out a process of internal deliberations and parishioners will then receive notice and an opportunity to comment, all leading to a parish-wide vote on a final set of revised bylaws at a Special Meeting to be held on October 28, 2018.

The Senior Warden handed out (i) the Governance Committee's draft of proposed bylaws, annotated with certain comments, including (where applicable) citations for the canonical basis of language proposed, (ii) a copy of Canon 47 of the Episcopal Diocese of Washington, (iii) a history prepared by the Senior Warden of the parish bylaws and amendments from 1947 to present, and (iv) a one-page summary of the context for the revisions now proposed and of significant substantive changes contained therein. Vestry members read out the draft revised bylaws section-by-section and received the Senior Warden's brief explanation of the authority for each provision (such as whether or not it is required by Canon 47), departures from the bylaws now in force, and other historical context. She asked Vestry members to study the draft and come to the August meeting prepared for an in-depth discussion (letting the Governance Committee know in advance of the meeting, if possible, of significant issues or concerns).

Report of the Senior Warden: The Vestry received a report submitted by the Senior Warden.

Reports of the Clergy: The Vestry received reports submitted by Debbie Kirk and Jim Quigley.

The Rector led the Vestry in a closing prayer.

Upon motion seconded, the Vestry entered into executive session.

[VESTRY ACTION 2018-07.5]

There being no further business at hand, the meeting was adjourned at approximately 7:50 p.m.

Respectfully submitted,

Trevor Swett
Secretary