

St. Alban's Episcopal Church
Minutes of Vestry Meeting (AS APPROVED REVIEW)
Wednesday, October 17, 2018
Room 301 Satterlee Hall

Vestry Officers Present: Geoffrey Hoare (Rector), Laura Ingersoll (Senior Warden), Lucy Fraser Cage (Junior Warden,) Hollis McLoughlin (Treasurer), and Trevor (Ted) Swett (Secretary).

Vestry Members Present: Adrienne Allison, Michele Bond, Leo Coco, Lucy Fraser Cage, Tom Gustafson, Tomás Montgomery, Lara McCoy Roslof, Julie Clements Smith, and Ted Swett. The following were not in attendance: Walker Carter, Glenn Davis, Jane Schubert, Corinna Gilmore (Youth Representative), and Woodfen McLean (Youth Representative).

Staff Present: Debbie Kirk, Jim Quigley (Associate Rector), and Emily Griffin (Associate Rectors); Douglas Dykstra (Director of Finance).

Others Present: Barbara Manard and Heather Sondel (Diocesan Delegates), 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. Tomás Montgomery offered the opening prayer:

Let us pray.

Heavenly Father, we come to you today asking for your guidance, wisdom, and support as we begin this meeting and give thanks to Armando, and Virginia, and Doug, and Jeremy, and David, and Rebecca, and Renée, and Charles, and Emily, and Jim, and Debbie, and Geoffrey, and all others who make the joy of this community possible. May we be always mindful of their service.

*Lord, you have entrusted us as stewards of your creation, open our hearts so that we may receive Your wonderful love.
Help us to engage in meaningful discussion; allow us to grow closer as a group and nurture the bonds of community.*

*Fill us with your grace, Lord God, and guide our hearts to make better decisions and affect positive change for the faithful, the seeker, and the doubter.
And continue to remind us that all that we do here today, all that we accomplish, is for the pursuit of truth for the greater glory of You, and for the service of humanity. We ask these things in your name,*

Amen

Approval of Minutes: Upon motion seconded, the Vestry approved the minutes of its September 19, 2018 meeting.

[VESTRY ACTION 2018-10.1]

Update on Annual Appeal. Ashley Bianchi gave an oral report on the progress of this year's Stewardship Campaign. She and her husband, Dominic Bianchi, co-chair this year's effort (as they did last year), and are being shadowed by Walker Carter and Suzy Mink, who will take on that role next year. The Saint Alban's website now has a facility for pledging for 2019, but parishioners will also receive a written solicitation and may submit their pledges by mail. Based on last year's results and the number of new parishioners, Ms. Bianchi believes a 10% increase in total pledges for 2019 is well within reach. The ambitious goal is a 20% increase that, if achieved, would make possible added funding for areas the Rector has designated for particular attention in the near term, i.e., the youth program, outreach, and the parish's contribution to the diocese.

Treasurer's Report. The Treasurer presented the monthly financial report. On a year-to-date basis, pledge income exceeds budget by 1% and outstrips the prior year by 24%, despite underperformance in September. The downturn in September likely reflects the fact that we did not hold regular worship services on September 16, the day of the Rector's installation. Expenses have been well controlled. The endowment benefited from a substantial distribution from the Griest bequest. Recent volatility in the market does not seem to pose any serious concern, as the endowment funds are invested for the long term. After accounting for all approved expenses, the reserve fund stood at \$579,844 as of September 30.

Upon motion seconded, the Vestry adopted the Treasurer's Report as submitted.

[VESTRY ACTION 2018-10.2]

Adult Formation: Tom Gustafson elaborated briefly on the written report of the Adult Formation Team, which was distributed to the Vestry in advance of the meeting. Ed Roslof has graciously agreed to continue as the convener of this committee in the year ahead, and work is underway on planning forum sessions for the first half of 2019. Tom is rotating off the Vestry, so the Vestry will need to appoint a new representative to the committee, but Tom is willing to continue to work on the committee as a non-Vestry member. The committee mourns the recent death of Warren Clark and acknowledges with thanks the contributions made by Marcus King, who has rotated off of the team.

Proposed Revision of Parish Bylaws. The Senior Warden reported that the opportunities for parishioner feedback on the proposed revision of the minutes produced feedback from two parishioners, which was carefully considered and responded to but led to no additional changes. The October 28 Special Meeting of the parish, at which the proposed bylaws will be presented for approval by

parishioners, will also include a talk by the Rector on his current thinking about the direction Saint Alban's should take in the next phase.

Upon the Executive Committee's motion, the Vestry voted to recommend the proposed bylaws to the parish for adoption.

[VESTRY ACTION 2018-10.3]

Rector's Report. Geoffrey Hoare discussed his written report to the Vestry, which was circulated in advance. In particular, he elaborated on his attendance with Sage Hoare at the annual general meeting of the Compass Rose Society (CRS), which supports the mission of the Anglican Communion through the Anglican Consultative Council and other initiatives of the Archbishop of Canterbury. The Hoares' participation on behalf of St. Alban's was greeted enthusiastically at the meeting, especially since St. Alban's is one of the founders of CRS but has not taken an active part in it in recent years. CRS's members are parishes and individuals from around the world who contribute an initial gift of \$10,000 with the expectation of making annual gifts of \$2,500 to \$3,000 thereafter. St. Alban's has been allotted four slots, so an opportunity exists for interested Vestry members or parishioners to represent the parish in CRS's future activities.

Report of the Senior Warden. The Vestry received a brief written report from the Senior Warden, which was circulated in advance. In addition, she reported the happy news of Lucy Fraser's recent wedding and noted that Lucy will henceforth be known as Lucy Fraser Cage. The Senior Warden urged Vestry members to submit generous pledges early in the annual campaign and to identify to the Nominations Committee any parishioners they think might be good candidates to stand for the Vestry in the upcoming election.

Other Reports. The Vestry received previously circulated written reports from the Junior Warden and each of the Associate Clergy. The Junior Warden discussed the status of ongoing maintenance and upgrade projects for parish buildings and facilities. The Music Director's report noted that the Cathedral Choristers will sing evensong at St. Alban's on Tuesday, November 12. Debbie Kirk called attention to the urgent problems facing the immigrant community as a result of cutbacks in services by the established providers. Emily Griffin spoke of plans for a memorial service for Heather Hunt to be conducted on a joint basis by the Cathedral and St. Alban's. She also noted that Leslie Chadwick, the Lower School Chaplain at St. Albans School, has adopted the Godly Play curriculum for her fourth- and fifth-grade classes and has invited Ms. Griffin to preach at a Lower School chapel service in November. Jim Quigley reported on the work of "We Care" group and urged Vestry members who have not yet joined this group to do so by sending him an email.

Executive Session. Following closing prayers led by the Rector, the Vestry voted upon motion seconded to enter into executive session.

[VESTRY ACTION 2018-10.4]

Adjournment. There being no further business before the Vestry, the meeting adjourned at approximately 7:30 p.m.

Respectfully submitted,

Trevor W. Swett III
Secretary