

St. Alban's Episcopal Church
Minutes of Vestry Meeting (Approved)
Wednesday, May 22, 2019
Room 301, Satterlee Hall

Officers Present: Geoffrey Hoare (Rector), Ken Patterson (Senior Warden), Lucy Fraser Cage (Junior Warden), Hollis McLoughlin (Treasurer), Trevor (Ted) Swett (Secretary).

Members Present: Adrienne Allison, Michele Bond, Walker Carter, Glenn Davis, Rachel Colson, Glenn Davis, Josepha Musabyemariya, Jane Schubert, and Ted Swett. Also present were Youth Representatives Corinna Gilmore and Woodfen McLean. The following members were unable to attend: Paul Brewster, Leo Coco, Barbara Manard, and Dudley Winthrop.

Staff Members Present: Emily Griffin and Debbie Kirk (Associate Rectors); Douglas Dykstra (Director of Finance); Matthew Steynor (Director of Music).

Others Present: Heather Sondel (Diocesan Delegate).

Call to Order and Introductory Reflection: A quorum being present, the Rector called the meeting to order at approximately 6:30 p.m. and delivered an opening prayer. Ted Swett gave a personal reflection.

Approval of Minutes: Upon motion seconded, the Vestry approved the minutes of its April 10, 2019 meeting.

[Vestry Action 2019.5-1]

Financial Report: Hollis McLoughlin presented the written monthly financial report in an updated format designed to promote efficient oversight. The report reflected strong pledge income, expenses in line with expectations, and the identification and separate tracking of named funds within the endowment.

Upon motion seconded, the Vestry accepted the financial report as submitted.

[Vestry Action 2019.5-2]

Upon motion by the Finance Committee, the Vestry approved the allocation to the endowment of the final distribution from the Griest bequest.

[Vestry Action 2019.5-3]

Mr. McLoughlin explained that, to gain interest earnings on funds held available for operating needs, it is desirable to create an account for investment in highly liquid instruments.

Upon motion by the Finance Committee, the Vestry voted to open an investment account for the parish at Schwab. The motion incorporated the specific resolutions Schwab required for this

purpose. The account will have an opening balance of \$624,192 to be invested in a “ladder” of six-month Treasury bills.

[Vestry Action 2019.5-4]

Junior Warden’s Report: Lucy Fraser Cage commented briefly on her written update on the status of work for installing new communications equipment (with a target of mid-June), budgeted upgrades in the parish office, the water infiltration problem, and deferred maintenance, as well as proposed improvements to the rectory.

Upon motion seconded, the Vestry approved the expenditure of up to \$25,000 from the Reserve Fund for work on the rectory, consisting mainly of improvements to the porch and the bathrooms and the installation of a new handicapped access ramp.

[Vestry Action 2019.5-5]

Rector’s Report: The Vestry received the Rector’s monthly written report. There followed lengthy discussion of the current situation regarding the Spanish liturgy and the parish-wide efforts that will be necessary for the parish to become a united entity encompassing parishioners of various cultures, rather than an Anglophone congregation with a loosely affiliated but functionally separate Hispanic congregation. Because of shortness of time, the Vestry postponed until its next meeting discussion of the Rector’s recently completed “360 Review.”

Senior Warden’s Report: Ken Patterson reported orally that a Venmo facility is being put in place to facilitate pledge transactions and other payments to the parish. In response to current controversy in the Methodist denomination, he sought and received informal approval to post a “rainbow” sign on the church grounds with the message that God loves, and St. Alban’s welcomes, all persons without exception.

Amended Report of Governance Committee: As Chair of the Governance Committee, Mr. Patterson presented that committee’s amendment of its April 2019 report upon the basis of which the Vestry voted at its last meeting to create the position of parish Chancellor and to appoint Laura Ingersoll to that office. The amendment corrected a misspelling and recommended that the legal credential requisite to service as Chancellor be admission to the bar of any state or the District of Columbia, rather than mandating membership in the District of Columbia bar for this position. Mr. Patterson explained that, under the scope of duties delineated by the Governance Committee and approved by the Vestry, the Chancellor will not represent the parish in court, so that membership in the local bar will not be necessary. He pointed out that adoption of the amendment would make it possible for Laura Ingersoll to accept appointment as Chancellor. A longtime U.S. Department of Justice attorney, Ms. Ingersoll has never been required to seek admission to the bar of the District of Columbia, but is of course admitted to the bar elsewhere.

Upon motion by the Governance Committee, the Vestry adopted that committee’s report as amended.

[Vestry Action 2019.5-6]

Upon motion seconded, the Vestry ratified its previous appointment of Laura Ingersoll as parish Chancellor for the remainder of the current Vestry's term.

[Vestry Action 2019.5-7]

Associate Rector's Report: The Vestry received Emily Griffin's monthly written report. Ms. Griffin pointed out that, with summer absences, volunteers are needed to assist with the Children's Music Program.

Closing Prayers; Executive Session: Upon motion seconded, the Vestry voted to enter into Executive Session following closing prayers led by the Rector.

[Vestry Action 2019.5-8]

Adjournment: There being no further business before the Vestry, the meeting was adjourned at approximately 8:30 p.m.

Respectfully submitted,

Trevor W. Swett III
Secretary