

St. Alban's Episcopal Church
Minutes of Vestry Meeting, As Approved
Wednesday, March 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, Matt Cunningham, Lisa Garnett, Megan King, Barbara Manard, Suzy Mink, Josepha Musabyemariya Nelson, Karina Rodriguez, Dudley Winthrop. **Youth representatives:** Annie McLean.

Absent: Youth Representative Hana Keenan.

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

Others Present: Robin Rudd (WSA)

Call to Order: Rector Geoffrey Hoare called the meeting to order via Zoom conference call at approximately 6:33 PM and led the vestry in prayer.

Opening Meditation: Vestry member Paul Brewster offered a brief reflection on his recent experience reading Presiding Bishop Michael Curry's book Love Is the Way with his St. Alban's men's group. He referred to Curry's seven practices for living a Jesus-Centered Life: 1) Turn – Pause, listen and choose to follow Jesus; 2) Learn – Reflect on Scripture each day, especially on Jesus' life and teachings; 3) Pray – Dwell intentionally with God daily; 4) Worship – gather in community weekly to thank, praise and dwell with God; 5) Bless – Share faith and unselfishly give and serve; 6) Go – Cross boundaries, listen deeply and live like Jesus; and 7) Rest – Receive the gift of God's grace, peace, and restoration. Paul invited the vestry to share a short exercise about where they "come up short" in the Way of Love. He closed his reflection with a suggested question for all to consider as it reflects their spirituality: "What is the first thing you do in the morning?"

Discussion: Geoffrey led the vestry in a discussion of the mission of St. Alban's. The current mission statement on the church website states: "St. Alban's mission is to nourish an inclusive, diverse, Christian community, transforming lives by doing God's work inside and outside our walls." This is coupled with the banner statement, "We welcome the faithful, the seeker, and the doubter for God's embrace is wide and God's good news is for all." Many agreed that while this is an appropriate and aspirational mission, it is not easily called to mind. This mission does not explicitly reference the vision to be "one parish in two languages." One member suggested a shortened mission of "pray, serve, give." Another suggested we considered including the words, "radically inclusive." Geoffrey and vestry member Megan King will have further conversation and bring suggestions to a future vestry meeting.

Treasurer's Report: Treasurer Hollis McLoughlin reported that pledge income surged in February, with pledge income of \$447,849 for the first two months of 2021 being 3% over budget and 7% above the same period in 2020. Parish support, however, continues to lag significantly, 47% below the same period last year and only 11% of the 2021 budget. Operating expenses for the first two months were 6% below budget, 15% below same period in 2021, but expenses are likely to rise as the church begins to take steps to open its buildings. Thanks to the generosity of parishioners and astute management, the church's financial position continues to be solid, with reserve fund holding steady, strong liquidity, and endowment at an all-time level at the end of February. The church continues to meet all of its financial obligations without interruption and without reliance on federal emergency loan programs. At the end of February 2021, total donations to the Capital Fund for improvements needed for regathering stood at \$555,057.

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

[Vestry Action 2021.3-1]

Approval of Minutes of Regular Meeting: Upon motion seconded, the Vestry unanimously approved the minutes of its regularly scheduled meeting held on February 24, 2021.

[Vestry Action 2021.3-2]

Report of the Nominations and Elections Committee: Vestry member Paul Brewster (chair) reported on the status of diocesan delegates. Heather Sondel's term as diocesan delegate has expired and nominations have been solicited to fill her position. Barbara Manard remains a delegate and will represent St. Alban's at the April 17 Special Diocesan Convention. However, Barbara will be moving to Florida in May 2021 and the vestry will need to elect someone to replace her at the May meeting.

On behalf of the committee, Paul proposed a voting plan to elect one nominee to a three-year term and three alternate delegates, unranked. Motion was approved unanimously.

[Vestry Action 2021.3-3]

Motion from the Nominations and Elections Committee to appoint Candace Brown, currently an alternate delegate, to a three-year term as diocesan delegate was approved unanimously.

[Vestry Action 2021.3-4]

Motion from the Committee to appoint Amanda Gilman, Asha Mattei and Anton Vanderpool as alternate delegates for 2021 was approved unanimously.

[Vestry Action 2021.3-5]

Junior Warden's Report: Junior Warden Ted Swett updated the vestry on the status of projects essential to regathering safely. The environmental assessment, a prerequisite to retrofitting the HVAC systems will occur this week. The next key step is to engage a Project Manager who will help finalize the engineering design, elicit and evaluate competing proposals from HVAC contractors, devise a schedule for the work, interact with chosen contractor to address any problems that might arise during the project and drive the project to timely completion. Representatives from four different firms were interviewed. The Executive Committee recommends that we hire Mr. Gary Baker, the principal of Realco for this role. Mr. Baker, now semi-retired worked on a significant HVAC project in Nourse Hall in 2006-7 and has carried out other projects on the close. Parishioner Marc Fetterman, an architect who worked with Mr. Baker on the Nourse project recommended him highly and Mr. Baker offered the best price of the candidates. For these reasons, the Executive Committee presents the following motion:

Resolved, that St. Alban's hire Mr. Gary Baker, through his firm Realco Project Management Services, as Project Manager for the job of upgrading and retrofitting the heating, ventilation, and air conditioning systems in church, Nourse Hall, and Satterlee Hall, for a fee of up to \$20,000, subject to such further inquiries as the Executive Committee may deem advisable and to the concluding of a written agreement with the firm.

Motion from the Executive Committee was approved unanimously.

[Vestry Action 2021.3-6]

The city government is expected to issue this week the permit needed for installation of the range hood. Completion of the environmental assessment and resolution of any issues identified is the final prerequisite for beginning that project. Charles Porter continues to gather cost estimates for security enhancements and will explore potential funding opportunities from federal sources. The scope of bathroom upgrades has been narrowed and Charles will seek new cost estimates on the revised proposal. Ted concluded his report with an expression of gratitude to the family of Karen Stimple for a gift of \$4500 in her honor for relandscaping the Columbarium.

Rector's Report: In addition to his written report about parish activities, Geoffrey alerted the vestry that he would seek their approval at the April meeting for a technical upgrade to the church organ with expenditure from designated music funds. Geoffrey commended Ted Swett, Bob Pinkard and Marc Fetterman for their continued diligence in shepherding the complex and complicated HVAC project.

Senior Warden's Report: Senior Warden Ken Patterson reported briefly on the status of plans for roll-out of the capital campaign for regathering safely.

Other Reports: There were a number of additional written reports. Vestry member Josepha Musabyemariya, co-chair of the Global Mission Committee, provided a detailed update on the current situation and recent achievements of Hope and Resurrection Secondary School and Saviour's School in Zarqa. Both schools are facing new challenges related to the pandemic, including severe financial hardship for some of the families. Josepha relayed the deep appreciation from the schools and the Global Mission Committee that St. Alban's continues to

support the schools at the same level despite constraints related to the pandemic. The additional Mustard Seed collection was also deeply appreciated as emergency support for families in distress. The committee co-chairs will continue to meet virtually with the leaders of both schools and hope to include some teachers and student representatives in 2021.

Vestry member Lisa Garnett reported that she and co-chair vestry member Matthew Cunningham are beginning to plan the 2022 annual appeal and would welcome ideas. They will do some formative work this spring, take a summer pause, and resume activity in August. They aim to reach out to more families in the next appeal.

Associate Rector Emily Griffin updated the vestry on Children's Formation, Worship and the Spanish Service, all of which continue to be robust. Geoffrey commended her for her ongoing management of the Rotas, including the complexity of recordings for Holy Week.

Associate Rector Yoimel González Hernández reported on Youth Ministry classes and the Latino Ministry. He recently participated in a 5-week e-Formation cohort on ministry and social media organized by Virginia Theological Seminary.

Associate Rector James Quigley provided an update on Christian Social Ministries, Pastoral Care and Adult Formation. Jim summarized the plan for continuing contributions to a number of the local groups that St. Alban's supports. He noted that the St. Alban's Engages Grappling with Racism 4-part series was one of the best offered by the parish.

After closing prayers, the vestry went into executive session at 7:54 PM.

The meeting was adjourned at 8:15 PM.

Respectfully submitted,

Carol A. Aschenbrener
Secretary