

Minutes of the Vestry Meeting, May 12, 2022

Opening: The meeting opened at 6:00 pm with a prayer.

Discussion/Decision:

Rector's Report:

The 125th Spagala was beautiful and very successful.

The Iftar was well attended and very informative.

The Youth concert was successful.

The Preschool Auction went well.

During the Region meeting a grant of \$5,000 was given to ARISE ministry at George Mason University.

Warden's Report:

Capital Campaign.

The town hall meeting was very positive for holding the campaign.

The Campaign material has been approved

The material will be mailed and emailed to each parishioner.

Giving Day will be June 12.

Pennywise.

There was discussion about how to increase the number of volunteers at Pennywise. Some ideas were discussed, but no decision was made on moving forward.

Volunteers.

Suzie requested that members think about ways to have more volunteers for all ministries that need volunteers. Almost all ministries are having problems getting enough volunteers to accomplish their mission.

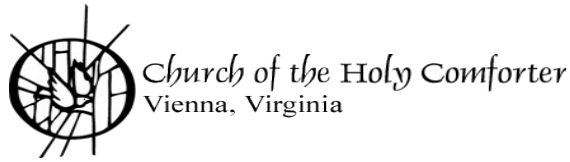
There will be no July meeting.

On May 29 the service will be at 10 am. There will be a Town Hall meeting afterwards concerning the Capital Campaign.

On June 12 the Bishop will attend, confirmation will be held and there will be a parish picnic.

Ratification:

A motion was made to ratify the motion "To further engage Kirby Smith to lead Holy Comforter through the fund raising portion of a Capital Campaign as outlined and presented to the Vestry in the proposal dated November 2021." which was approved via email. The motion was seconded and approved. Vote confirmation is attached.



Debt Refinance:

There was discussion about refinancing the current Church loan of. Due to confidentiality requested from the banks who submitted proposals, the Vestry considered proposals from four different banks numbered 1 – 4 (no bank names provided). Bank 1 was offering a loan at a fixed rate of 3.99% for 7 years. The loan would be interest only with annual curtailment payments made during years 2 – 7 with the loan fully paid off by year 7. There is no prepayment penalty. Loan fees were to be waived and closing costs were estimated to be approximately \$3,000. There is a personal guarantor and the collateral for the church would be the capital campaign pledges. After some discussion a motion was made to approve the proposal made by Bank 1. It was seconded and approved.

Ice Machine:

Brian Land reported that the ice machine in the kitchen has broken and parts are not available as the machine is no longer manufactured. Tom Gadell has obtained a quote for a new machine. It will cost \$4,511.12 for the machine to include installation. A motion was made to approve the purchase of the ice machine from Acme Paper and Supply Company for \$4,511.12. The motion was seconded and approved.

Treasurer's Report:

Cash on hand is good. Pledge receipts for the month of April were over budget and loose checks were under budget. Cash receipts were over budget. Expenses were under budget. Net income for the month was positive. A motion was made to approve the Treasurer's report for the month of April. It was seconded and approved.

Standing Committees and Program Updates:

Preschool, Youth Ministry, IONA Fund:

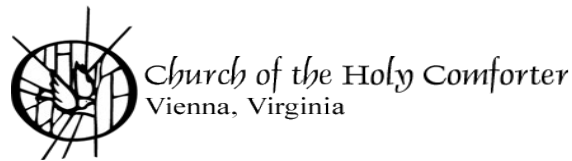
Youth Group.

The Youth Concert raised \$2,640. The car wash raised \$1,073 for the mission trip. The mission trip is still short of needed funds. There are still discount cards available. Upcoming events: Training for Hogwarts Prefects, confirmation, beach weekend, and the mission trip.

Preschool.

The Preschool Auction was a huge success, enrollment for next is going well, installation of the playground rubberized surface is scheduled for July 11, classrooms in the older wing are to be painted the week of August 6, Preschool finished June 3, Kindergarten finishes June 10, a pledge has been made to the Capital Campaign.

Fellowship: The Spagala dinner was a huge success. May thanks to Judie Fister, Zara Harris and the rest of the planning committee for their hard work. This committee needs to be included in the planning for events after services.



Stewardship: Total pledges have reached 91.9% of our goal. The 2022 pledge campaign is ending. The committee will now provide support to the Capital Campaign. Upcoming events include a Town Hall meeting, campaign material mailing, email blast of campaign material, and giving Sunday.

Finance: Teams have been assigned to begin the audits. A cross functional team of finance and Building and Grounds have started to reviewed the status of the Capital Replacement fund.

Newcomers, Growth, Diversity, and Inclusion: Follow up is made each week with newcomers. Work is being done to upgrade the newcomer cart. The committee is working with Lizzy to upgrade the "Request for Information" form on the website. Working on how to make committee members more visible at services.

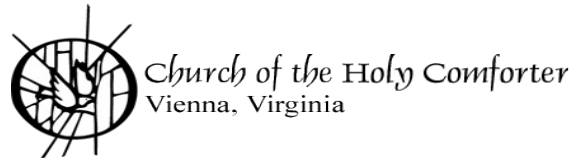
Communications: The Vestry page on the website is complete. Sermons have been added to the website. Bulletins have been added under the worship tab on the menu. The Newcomer Welcome form has been updated and will be available via a QR code in the pews.

Building and Grounds: Because of the orientation of the building and the slope of the roof, roof solar panels are not recommended. Also, care must be taken when installing the panels in the parking lot to avoid tree shading. Plans for CHC to reach net zero energy use is going to be difficult. The plan to is achieve this through a combination of energy conservation, electrification, higher efficiency replacement equipment and solarization. Lead testing of the rubberized material for the playground showed that lead was not detected. The Town of Vienna is going to be asked to place signs directing people to Holy Comforter. The signs cost \$102 and will be installed by the town. A permanent replacement for the temporary fence by the Ministry Center is being investigated. A parishioner has given \$300 to test a compost pickup service. As of now small trees are going to be planted in the fall. It was suggested that a men's group activity would be to dig the holes and then refill them so that when the trees are planted digging the holes would be easy. The repair to the dam is proceeding. Parts for the broken light near the circular drive is awaiting parts which are hard to find.

Outreach: FACETS is in need of a supervisor by late summer. Joni Langevoort has taken over the Shepherd's Center Church Advisory Committee and has been asked to be on their board.

Pennywise: Revenue for April was up 15% over last year. A new three year lease has been signed. A computer with bar code reading capability will be put in place in June. Fire manual complete. Donations are needed. Pennywise will be open all three days of Memorial day weekend. The volunteer luncheon is June 13.

ECW: There is \$1,000 for summer camp assistance. The Spring Tea is June 4. The women's retreat is May 14-15. UTO boxes will be in the Narthex starting the week of May 15.



VPOM: There were three condolence cards sent.

A motion was made to approve the minutes for the April meeting. It was seconded and approved.

The meeting ended at 7:05 pm with the Lord's Prayer.

Respectfully submitted,

Richard Fitzsimmons
Register