

Minutes of the Vestry Meeting, January 12, 2023

Opening: The meeting opened at 7:00 pm with a prayer.

Congregation Vote Confirmation:

Peggy Miller confirmed that the number of votes received for the new vestry members exceeded the 25% of church membership which is required by the diocese. Therefore, the new members are now members of the Vestry.

Vestry Oath:

The vestry oath was read to the Vestry. Each member then signed the oath.

Election of Officers:

A motion was made to elect Peggy Miller as Treasurer, Shelia Creswell as Assistant Treasurer and Richard Fitzsimmons as Register. The motion was seconded and approved.

Suzie Garrod and David Grove were nominated as the Senior Warden and as Junior Warden respectively. All present voted in favor of the nominations.

Rector's Report:

The Christmas Eve 11am and 4pm services were great.

The other Christmas Eve services were almost like normal (pre-pandemic).

The Christmas Day Sunday service was well attended.

The youth went Christmas caroling at residences of parish members.

Epiphany Evensong was wonderful.

There have been meetings with the city about the solarization project.

There were two funerals so far this month.

Attendance at the services is still lower than it was before the pandemic. There are over 100 views online each Sunday.

Orientation:

Peggy Miller passed out a document that provided an explanation of how to understand the financial report.

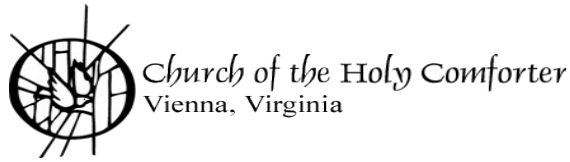
Peggy also discussed the binder that was given to each new vestry member. Each member was given a set of keys to access the building as necessary. The new members were also told about the mailbox that each of them has in the office.

Suzie addressed the means of communication within the Vestry.

The wardens' meeting was discussed. If anyone wants a topic raised at the meeting, or if they would like to join to discuss a specific issue, they are to let the wardens know.

A document with key dates for the coming year was passed out and briefly discussed.

Vestry Committee Assignments were discussed. Also, there was discussion concerning reports for the vestry meeting. It was requested that, if possible, the reports should be submitted by the Friday



preceding the meeting. Reports should be emailed using vestry@holycorforter.com and posted to the shared drive. Suzie is going to email a link for the shared drive for those who do not use Google. There was a discussion of moving the monthly vestry meetings to a date later in the month in order to give members more time to read the committee reports. Pros and cons were discussed, and due to conflicts with other meeting dates, the vestry will continue to meet on the second Thursday of each month, and members will try to submit reports as early as possible. A rota of vestry members for the Vestry Person of the Month (VPOM) of the month (Attachment D) was passed out. Duties of the VPOM (Attachment E) was passed out and briefly discussed. There was discussion as to why it is important that the VPOM be very visible during events at the church.

Treasurer’s Report:

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

VPOM Report:

Two condolence cards were sent. There was one baptism.

Standing Committees and Program Updates:

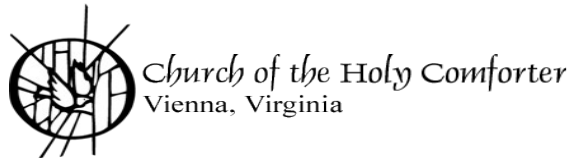
Stewardship: To date there are pledges amounting to 72.7% of our goal. The average pledge amount is exceeding our goal.

The Capital Campaign Team will meet with Kirby Smith in late January to discuss contact with some individuals who indicated they would contribute but haven’t. Another payment was made in December to decrease the loan amount.

Building and Grounds: It was reported that a Fairfax County Engineer reported that the pond needs a lot of work. There were a few Christmas trees received. Labels for the planted trees have been ordered. The planting of a native magnolia tree donated by Helen Mertz and Jane Schmiedekamp at the corner of the front sidewalk and parking lot was approved. The Ministry Center Garden fence is up. The sanctuary heat pump needs to be replaced before the demand for HVAC work increases. Two quotes are going to be requested. Work has started on updating the interior signs in Holy Comforter. It was noted during the Christmas services and the Hayden funeral there was some problem with traffic flow in the lower parking lot. New signage is being reviewed in an effort to improve traffic flow. Mechanical requirements for the new choir room are being updated. The canopy option for solarization will offset approximately 80% of Holy Comforter electrical usage. Rooftop solar panels will only offset 20% of the electrical needs. However, it was recommended that all roofs have the shingles replaced before the panels are installed which will significantly increase the cost. Money may be available from the Inflation Reduction Act and the county which will help to offset the cost of either option.

Outreach: Zara Harris has taken over as Chairwoman. A meeting will be held soon to discuss grant distribution.

ECW/Pennywise: The Vienna Mayor worked at Pennywise as a reward for winning the Church Street Stroll business window decorating contest. The ECW retreat is April 28-30. The Spring Tea is May 7 at



Westwood Country Club. Pennywise revenue is up 8% over December of last year. There is a need for volunteers.

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

The meeting ended at 9:05 pm with the Lord's Prayer.

Respectfully submitted,

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Richard Fitzsimmons
Register