

## **Minutes of the Vestry Meeting, October 12, 2023**

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

**Chapel Organ:** David Kelley gave a presentation for the purchase of an organ for the chapel. Currently there are two organs under consideration. Both organs are used. One is located in Ireland and the other is in Texas. The money in the Music Fund and donations will cover the cost of purchase, shipment, installation and tuning of the organ. No time frame was given for the installation.

### **Clergy Report:**

The picnic went well.

Episcopal 101 has started.

The Venezuela family is doing good.

The Afghan family is doing well.

The newcomers brunch was great.

The Blessing of the animals was well attended.

Solarization: The town of Vienna needs to pass a code so that the solar structure can be approved. Thirty percent of the cost of the panels will be covered by the Inflation Reduction Act. Installation will be likely around the end of July next year.

I attended the 5 Talents celebration last night and had a wonderful time.

### **Warden's Report:**

Vestry recruiting is going slowly. Only one or two people have indicated an interest in running for the Vestry.

Future committee assignments were discussed. Rotation of committee assignments was discussed. Each member was told to provide their first and second choice to the Warden's.

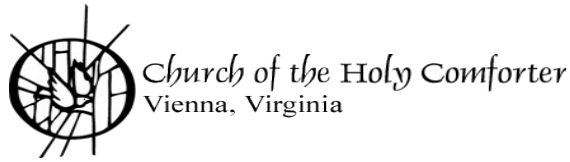
There was discussion about informing Vestry recruits about the different committees.

There is a need to form a Safety and Security Committee. With two surveys in hand, there is a need to proceed with some actions to make the campus more secure. It was decided that this function would be incorporated into the Facilities Manager job description in the future.

The next Town Hall meeting will be November 12, 2023. It was decided that each Vestry member would give a short presentation about the areas of interest that they have as a Vestry member.

### **Capital Campaign update:**

Requests for bids have been sent out for construction of the music room. There was a brief discussion about why the estimated cost had increased so much. A larger HVAC system and ADA requirements were the major factors in the cost increase.



There was discussion about the debt. With the money on hand and expected receipts compared to expected expenses in the near future, a motion was made to make a payment on the loan principal. The motion was seconded and passed.

**Treasurer's Report:**

Cash on hand is good. Pledge receipts for the month of September were over budget and loose checks were over budget. Cash receipts were over budget. Expenses were over budget. Net income for the month was a negative. A gift was received for the organ to be placed in the chapel. A gift was received which covered the cost of installing the new doors in the preschool. A motion was made to approve the Treasurer's report for the month of September. It was seconded and approved.

**Audit:**

Peggy handed out the results of the Audit. The Audit found no significant problems. A motion was made to accept the Audit. The motion was seconded and passed.

**Parochial Report:**

The Parochial Report for the month of July was passed out. In-person attendance is still increasing. It was noted that on-line attendance is almost equal to in-person attendance.

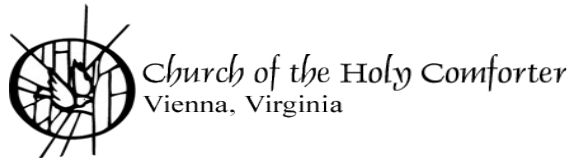
**Standing Committees and Program Updates:**

**Stewardship Committee:** The first Sunday of the campaign was well received. Each Vestry member is encouraged to make their pledge early. Steve volunteered to speak to any group about Stewardship.

**Building and Grounds Committee:** The one way arrows in the lower parking lot have been painted. Estimates for installing a second gate for the playground are being sought. The replacement of the visitor and handicap parking signs is being discussed. Kerry Gilpin is assuming co-chair of the Creation Care Committee. Margaret Bain, Will Millet and Kerry Gilpin are continuing to cut down invasive trees.

**Fellowship Committee:** The Vestry dinner will be in January 2024.

**HCEP/Youth Ministries/IONA Fund:** HCEP has started monthly chapel gatherings. Efforts are being made to improve the connection between HCEP parents and events at Holy Comforter. Black out curtains have been installed on the windows in the vintage wing of the preschool. The confirmation class has held three classes and the overnight retreat at Meadowkirk Farm will be in late January. There are 14 youth in the Middle School class and 15 youth in the High School class. Youth group activities are being finalized. The first activity will be a visit to Field of Fear at Cox's Farm. The youth accompany the FACETS team and provide hard boiled eggs, water, hats, gloves and socks.



Sunday school attendance is down slightly overall. Sunday School classes are going well, however, there is a need for more teachers. The Faith in Action class has been working with FACETS on packing the meals. Children's chapel started October 1. Pumpkin, potluck and Prayer event is October 29, Advent wreath making is November 26, and gingerbread house making is tentatively set for December 3.

**Communications Committee:** Language and logo for stickers to go on the back of the pews is being reviewed. The whiteboard is in the Narthex. A style sheet is being developed which will have fonts, colors, and images for anyone to use when communicating about Holy Comforter.

**Outreach Committee:** Participation in the CROP WALK was low. A group from Holy Comforter attended the Five Talents 25<sup>th</sup> year celebration. The Samaritan Ministry Gala and auction is November 4. A celebration for Holy Comforter volunteers is in the planning stages. More members for the committee are needed.

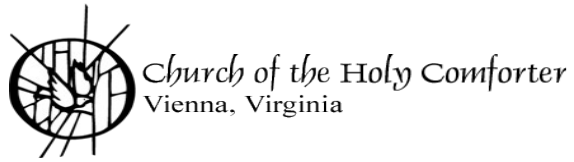
**Finance Committee:** The Audit was finalized and sent to the Vestry for review. Work on next year's budget has started. Discussed the need to invest some of the cash to earn interest. Recommended that a payment be made on the loan principal.

**Adult Faith Formation:** There will be four Living Compass Wellness Circles. There will be three affinity groups (men, seniors, and grown-ups in the middle) and one which is open to anyone. Episcopal 101 has started. There will be eight fall sessions and three in the winter/spring. The film *Philadelphia 11* will be shown November 11 followed by discussion. Advent morning retreat is scheduled for December 2. There was good participation and positive feedback on the August programs: Refugia Faith and the Rector's book Study. Possible upcoming programs are: Poetry reading by Tim Jones, men-only program on Male Archetypes, a three part course on Civil discourse, a program offering "7 Principles for Making Marriage Work", a program on "The Path Ahead: Spirituality & Purpose in Later Life". Tuesday morning Bible Study continues. There will be no Sunday Adult Bible Study this fall.

**Endowment Report:** The Bishop Denig Society celebration will be in November..

**Newcomers Committee:** The newcomers brunch was a success. Twelve newcomers attended along with several Vestry members and representatives from other ministries. The committee would like to make the brunch a bi-annual event. The Newcomer Committee is hosting coffee hour during October. The committee is maintaining contact with the Youth and Children's Ministries to ensure new children are welcome

**ECW/Pennywise:** There will be no Spring Tea in 2024. Instead there will be a reception for all women of the church. Invitations will be sent. The women's retreat will be April 26-29. Several suggestions for topics are under consideration. Pennywise profits are up 15% this year. Positive responses have been received when the Prayer Shawl Committee gives out a shawl.



**VPOM:** No cards were sent.

A motion was made to approve the minutes of the September meeting. The motion was seconded and approved.

**The meeting ended at 9:15 pm with the Lord's Prayer.**

Respectfully submitted,

Richard Fitzsimmons  
Register