

## **Minutes of the Vestry Meeting, January 11, 2024**

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

### **Congregation Vote Confirmation:**

Peggy Miller reported that more than the necessary percentage of of the congregation voted during the Vestry election. Therefore, the election is valid and the new members can be seated on the Vestry.

### **Vestry Oath:**

The new members of the Vestry took the Vestry Oath and signed the document stating that they had taken the oath.

### **Election of Officers:**

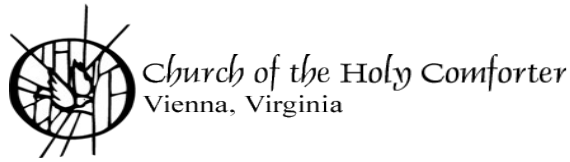
A slate of officers was presented to the Vestry for consideration. Senior Warden – David Grove; Junior Warden – Kathy De Santi-Paulini; Treasurer – Peggy Miller; Assistant Treasurer – Shelia Creswell. Other nominations were requested. No nominations were received and the slate was elected by unanimous vote.

### **Clergy Report:**

Kathleen Kelly's Celebration of Life was wonderful. All the Christmas services were lovely. Attendance at all except for the 4 pm service were up from last year. There have been several funerals. Lots of new ideas are being put forth for activities in the church.

### **Vestry Orientation:**

- a. The Constitution and Cannons of the Protestant Episcopal Church in the Diocese of Virginia was discussed with particular attention to the part about Vestry responsibilities.
- b. The Vestry binder was discussed.
- c. Capital Campaign overview. The loan has been reduced by 87%, the solarization project is proceeding and should be completed this summer. The Employee Retention Act grant has been approved and we are waiting on the money to be sent to us. The music room is currently on hold but is still proceeding. When design work began on the area, many code requirements came up that increased the cost by triple was was originally estimated.
- d. Warden's meetings. These meetings are held each Tuesday. If anyone has something that needs to be brought to the attention of the e Warden's or clergy please let them know.
- e. Monthly Vestry meetings. The meetings are held on the second Thursday of each month with the exception of May when the meeting will be held on the third Thursday because of Ascension. Meetings begin at 7 pm with dinner served at 6:30 pm. In person attendance is preferred.



f. Key dates: In addition to key dates that occur for the Vestry during the year, other events that the Vestry is encouraged to participate in were discussed.

g. Vestry Committees. Committee and Liaison positions were passed out. Committee and Liaison report format which is sent to the Vestry each month was passed out and discussed.

h. VPOM biographies were discussed and each member was requested to provide the Senior Warden with preferences for when they wanted to be VPOM.

i. Housekeeping. Each member of the Vestry is provided with two keys. They have a mailbox in the office that should be checked regularly. A contact list with email addresses for Vestry members was passed out. The shared drive, website, and online calendar were discussed.

**VPOM:** One sympathy card. Hosted coffee hour with volunteers from East Open Circles, Body and Soul, and Adult Faith Formation Group.

#### **Treasurer's Report:**

Peggy talked about how the report was set up and discussed each line of the 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 a positive. A motion was made to approve the Treasurer's report for the month of November. It was seconded and approved. The budget for 2024 was passed out.

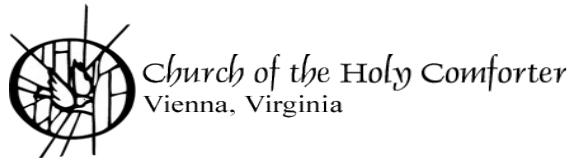
**Parochial Report:** The Parochial Report was passed out. Attendance continues to rise.

#### **Standing Committees and Program Updates:**

**Stewardship Committee:** Of the 310 letters sent, 80% have responded. The display in the Narthex has generated a lot of interest. Followup to the remaining letters will occur later this month.

**Building and Grounds Committee:** Margaret Bain is meeting with Susan McGuire to discuss Earth Day activities for children. Margaret is stepping down from the committee. Gary Gilpin is going to be reporting on Creation Care activities. Individuals continue to park in the grass near the Visitor Parking area. Trees may be planted there to stop the practice. There is discussion about upgrading the large sign on Beulah Road. Signage for the Ministry Center, Fellowship Hall and McGill Hall has been discussed.

**Adult Faith Formation:** Two Wellness Circles were completed. Current Programs: Bible study of Paul's letter to the Philippians; Prayer Practices with Mike Croghan; The Path Ahead: Spirituality & Purpose in Later Life; A movie, *A Case for Love*, will be shown January 23<sup>rd</sup>. Fifteen tickets for each showing have been acquired; The Seven Principles of Making Marriage Work by John Gottman-Zoom meeting on Monday in February, March, April. Upcoming programs: Book study in Lent – the Night is Long but Light Comes in the Morning: Meditations for Racial Healing; Sunday School Hour program for parents; VA Theological Seminary to hold Diocesan



event for Episcopal Church Creation Care Committees; Field trip to Harriet Tubman house; Creation Care Earth Day- services to be held outside.

**HCEP/Youth Ministries/IONA Fund:** HCEP discussing the playground gate and window security film. December Chapel and Christmas programs were fantastic. Registration is open until February 8<sup>th</sup>. Youth Ministry: Twelve teenagers have signed up the mission trip this summer. Planning for the Pancake Brunch in February has started. The youth went caroling to five parishioners homes. Twenty-seven meals and gifts were taken to Mount Carmel House. The youth help prepare and deliver meals for FACETS each month. Children's Ministry: Several new families have joined the Godly Play and Faith in Action classes. Illustrated Ministry Advent calendars and devotionals for families were offered during the Christmas season. Study of the Holy Eucharist program for first graders runs for six weeks. February 10<sup>th</sup> will see the return of the All-Parish Game Night. Family take home resources for Lent will available beginning February 18<sup>th</sup>. The 3<sup>rd</sup> and 4<sup>th</sup> graders will be receiving their own Bibles in February.

**ECW/Pennywise:** The ECW is reviewing its budget in January. The Women's Retreat is April 26-28. The speaker is retired Rector May Kay Brown from St. David's Episcopal in Ashburn. Comfort Boxes are coming soon and addresses are needed. Pennywise finances are continuing to trend up.

**Safety and Security Committee:** The first meeting of the committee was held January 7, 2024. this was an organizational meeting. Review of the two security assessments completed last year were reviewed. There was discussion of what the scope of the committee would be and what next steps next steps should be taken.

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

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

Respectfully submitted,

Richard Fitzsimmons  
Acting Register