

Minutes of the Vestry Meeting, February 8, 2024

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

Clergy Report:

There were two funerals. The Vestry Retreat went well. 2nd Saturday was well attended. Confirmation class is going well. We are receiving bids on the solar project. The Hypothermia Shelter went well. There has been discussion with Ministry Architects. The Pancake Brunch is this Sunday.

Wardens' Report:

There was discussion about the "Start, Stop, Continue" items developed during the Retreat. Everyone is encouraged to read the committee reports submitted prior to the meeting so that the Committee Chair doesn't have to review the entire report, but maybe stress a couple of important items in the report.

The Annual Meeting agenda was discussed with no changes recommended. The naming of the rooms in the Ministry Center was discussed but no conclusion was reached.

Strategic Planning has been discussed with Ministry Architects and a proposal will be made at the next meeting.

David, Kathy, and Jon+ will attend the Episcopal Parish Network Conference.

Pilgrimages both past and future at Holy Comforter were discussed. Pilgrimages can be local, national or international. The purpose of these pilgrimages is to deepen our relationship with God.

Solarization:

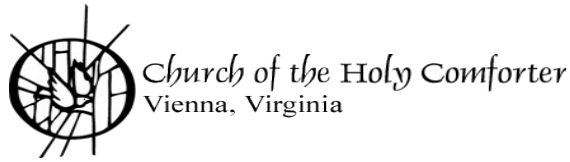
Vienna approval of the project should occur around March or April. The panels will generate about 80% of our needs. It will take about six weeks to get the materials on hand and the system should be up and running by the 2nd week of August.

Treasurer's Report:

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

Parochial Report:

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



Finance:

The Finance Committee recommended that the loan for the construction of the Ministry Center be paid off. Discussion followed about having money for the other pending projects. There is enough money for the solarization project and the music room is on hold. By the time there is a need for money to work on the music room more pledges will have been received and there will be no problems. A motion was made to make the final payment on the loan which would pay off the loan. The motion was seconded and passed.

The committee also recommended that the church give \$1,000 to the North Fairfax Region Committee of the Diocese. Discussion followed about how the committee uses the money. A motion was made to pay \$1,000 to the North Fairfax Region Committee. The motion was seconded and approved.

Stewardship:

The campaign lasted from October to January. There was a 70 response to the letters sent out in September. We have attained 88% of our goal for the campaign. Followup with those who did not respond will be during February. Working on making the Stewardship Campaign a year long event.

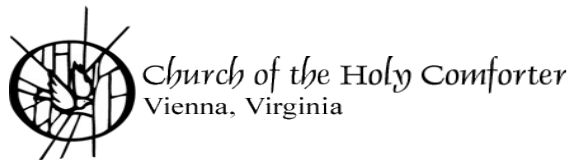
Endowment:

The Endowment Board has requested approval for distribution of funds. After a brief discussion, a motion was made to approve distribution of funds from the Carol Stock Book fund. The motion was seconded and approved. A motion was also made to approve distribution of funds from the LEAD fund to support the expenses of those attending the Episcopal Parish Network Conference. The motion was seconded and approved.

Standing Committees and Program Updates:

Building and Grounds Committee: There will be a Men's Group and Youth Group clean-up on February 17. Snow removal is expensive, however, Kane, the contractor for snow removal is very responsive and does a very good job. Consideration is being given to finding a new snow removal company. Eagle Scout projects were discussed. Three possible projects were discussed. Energy use at Holy Comforter is still causing some problem in that the cost is high and problems with the systems have been identified and solutions to those problems are being investigated.

Adult Faith Formation: The movie "A Case for Love" was attended by 45 parishioners. Current Programs: Bible Study of Paul's letter to the Philippians; Episcopal 101 Program offering, Prayer Practices with Mike Croghan is scheduled for February 20; "The Path Ahead: Spirituality & Purpose in Later Life" is continuing with 9 participants; "The Seven Principles of Making Marriage Work by John Gottman" is meeting Monday nights via ZOOM. Upcoming programs: Book study – "The Night is long but Light Comes in the Morning: Meditations for Racial



Healing”; Sunday School Hour for Parents; VA Theological Seminary to hold event for Episcopal Church Creation Care Committees; Pilgrimage to Harriet Tubman house on February 24; Creation Care Committee’s Earth Day event to be held April 21 under the tent after the 9:30 service.

HCEP/Youth Ministries/IONA Fund: HCEP Board has voted to install a second gate at the playground and to appoint a member of the board to the Safety and Security Committee. Children’s Ministry is looking for individuals to photograph youth activities. Tickets are on sale for the Pancake Brunch and the 007 Casino/Dance night. After the February 10 Second Saturday service there will be a Chili cook off and Game night. During Lent we will be collecting ‘baby boxes’ for young families in need through Fairfax County social services. Study of the Holy Eucharist for first graders began February 4. The third and fourth graders received special Bibles. Study of the Holy Eucharist instructed Eucharist will occur March 3. A children’s Ash Wednesday service will take place February 14. A Lenten scratch-off prayer guide for all kids and families will be available at the Children’s Ministry table. Confirmation has completed 8 classes and 2 field trips. The beach trip is June 7-10. The Mission Trip is June 17-23. Preparations are underway for the Youth service on April 14.

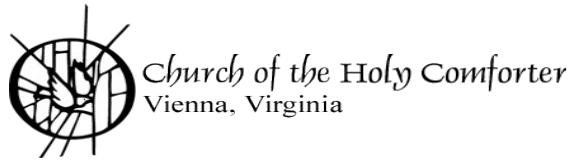
Finance: The Annual Audit for all church funds and accounts will occur March through May of this year. The financial Requirements and Procedure Manual will be updated.

Fellowship Committee: There is a need to start a parish wide composting initiative. Inexpensive games need to be purchased for outdoor social events. The Annual Parish meeting and lunch will be February 25. The graduating Senior’s reception will be held in May.

Newcomers, Growth, and Inclusion Committee: There is a need to try to strike a balance with newcomers so that they get the resources and welcome they need but don’t feel overwhelmed. Work on a way to transition newcomers from being welcomed to being integrated into church activities. Looking for ways to encourage new members of the community via mailings or outreach at Pennywise.

Communications Committee: Will complete branding template to be use by all ministries. Develop format and media checklist for ministries to complete and submit with information to the committee. Add regular use of two social media channels to those already in use. Review website to improve ability to navigate and locate information. Explore ways to get CHC information to preschool parents.

Endowment Board: The total return for 2023 was over 17% and the 5-year rate of return for the entire portfolio was over 10%. The annual return goal is 5%. Luke Harris was elected Board Chair and Susan Baker was elected Secretary.



Safety and Security Committee: The committee has identified possible threat targets and defensive resources needed. The committee is looking for new members.

VPOM: There were two baptisms and three funerals. Two sympathy cards were sent. Seventy people attended the Second Saturday Family service.

A motion was made to approve the minutes of the January 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