

Church of the Holy Comforter
Vienna, Virginia
Minutes of the Vestry Meeting
January 9, 2025

Opening:

The meeting opened at 7 pm with a prayer.

Kathy led the January reflection regarding a practice of quieting the mind.

Welcome:

Vestry affirmation received over two hundred votes, exceeding the requirement for a vote of 10% of active membership, to affirm the vestry nominees. The vestry oath was passed around for all to sign.

Motion was made, seconded, and passed, to accept the individuals for Wardens and Officers in 2025:

Kathy Desanti-Paulini – Senior Warden

Kim Brailey – Junior Warden

Peggy Miller – treasurer

Shelia Creswell – assistant treasurer

Susan Stager – registrar

Clergy Report:

We were able to document for the Inflation Reduction Act solar program application that our solar panel system was in operation in 2024. This enables us to finalize documentation required to receive IRS funds.

Five services were offered for Christmas. Attendance was up to 1274 in attendance, from 1089 in attendance in 2023.

Annual Vestry Orientation:

Peggy introduced new members to their blue binder, which includes bylaws, policies, and guidelines; reports handed out each month can be stored here, and the binder returned at the end of the member's term.

Treasurer's Report:

Memorial gifts include the Evan Arnold preschool scholarship; Evan was age 7 at his death. Memorial funds are used for specific stated purposes.

Retained earnings include surpluses from prior years.

The organ gifted for the chapel will be fixed in place, not moveable, and placed to the right as you go into the chapel. It will take up a row on the back right. It is being refurbished in Ireland and will arrive in late summer, accompanied by those who will install it. The vestry votes to accept gifts that are offered.

We have six special offerings per year, around Easter, Thanksgiving, and Christmas.

Our renters at present include Voce Choral Group and Vienna Choral Society.

Preschool contributes 5% of their revenues to the church, plus their costs for the sexton's hours; they have been asked to eventually reach a 10% contribution. .

Capital Campaign:

The Capital Campaign has provided for retiring the debt on the ministry center, funding to support the solar project (supplemental to the Brown family gift), renovation of the 3rd floor, and stewardship of the campus. The third floor renovation includes ADA accessible bathrooms, a county-required, commercial-rated HVAC that meets regulations, and a music room.

We have bids from Monarch Homes and Whitener and Jackson. We will seek additional bids in 2025.

Warden's Report:

Handouts were provided for committee meeting report templates, key dates through April, committee assignments, vestry contact information, VPOM (vestry person of the month) rota for the year, and a guide to understanding financial reports.

As VPOM, members are to log the ways in which they represent the vestry, at the end of their assigned month.

Vestry members are reminded to check their office mailboxes regularly.

New members were provided with two keys: to the side door by the office, and the copier room.

Committee reports are to be stored in the Vestry Google Drive. Written instructions were provided.

The bishop will visit on June 8 for Confirmation.

VPOM report:

Linda Lee reported on the many December activities she attended. She provided a thank you note and treats during the Christmas services for those who had duties.

The office will let the VPOM know of any sympathy notes needed in case of a death.

Linda Lee created a sign for coffee hour that recognizes the group sponsoring the coffee hour: "Coffee Hour, sponsored by ..." There is a plan for coffee hour duties to be shifted to parishioners, rather than the vestry, each taking a turn on a 3-year cycle.

Stewardship:

A revised 2025 budget is coming in February to include new pledges received.

A video was produced showing that seventy people work each weekend to provide worship services.

Building and Grounds:

A study and several proposals were presented, to provide functional egress from the windows on the lower floor, under McGill Hall (preschool classrooms.). A motion was made, seconded, and passed, to move forward with the bid recommended by the committee. The preschool board has a member devoted to safety concerns of the preschool.

Several proposals were presented regarding finishing the median under the solar canopy. The preferred treatment is sod and stepping stones to be able to walk through the median. A motion was made, seconded, and approved for this proposal.

The tent providing outdoor shelter, just outside our entrance, collapsed due to the heavy snow on January 6. The committee will assess the extent of the damage. The tent was put up during the Covid era, when we could only worship outdoors; its use has been expanded to other outdoor gatherings. Options are to either fix the tent, replace it with a new tent, have no tent, or replace the tent with a structure to provide outdoor shelter.

Adult Faith Formation:

Mindful of the late hour, the report was handed out to be read by members.

Preschool:

Danielle LaCroix is our new preschool director, to begin at the end of January.

A motion was made, seconded, and approved to accept the December meeting minutes.

The meeting ended at 9:20 pm with the Lord's Prayer.

Respectfully submitted,

Susan Stager

Registrar