

Minutes of the Vestry Meeting, April 11, 2024

Opening:

Jon+ opened the meeting at 6:59 pm with a prayer.

April Reflection

Laurie led the group discussion on hate using an excerpt from "In Jesus and the Disinherited" (1949) by Howard Thurman. Linda Lee will do the reflection for the May meeting.

Clergy Report - Jon+ / Ann+

Jon+ - New refugee families are settled and being connected to the appropriate services. They are looking for jobs and working on getting family members into the United States. The rehearsals for the youth led service (April 14th) are going well. Good Friday and Easter Sunday services were well attended both in-person and YouTube. Planned to sign contracts tomorrow (April 12) for the roof portion of the solarization project. Preparing for the Boston Marathon.

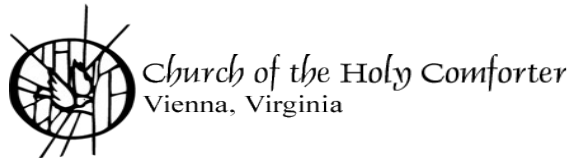
Ann+ - Episcopal 101 just completed using the new format, which allows the class to be available to the wider congregation. A funeral is planned for next month. Getting ready for the women's retreat at the end of the month.

Chapel Organ Project - David Kelley

The organ is twenty (20) years old and used to be in a home. After David's presentation, there was some discussion among the vestry. It was recommended to get a cover for the organ for protection. The vestry approved to accept this gift of the organ to the church. Everything goes as planned, then the organ will be installed in the summer or early fall.

Warden's Report - David/Kathy

- **Holy Week** - A big Thank You was given to all vestry members who helped out with the various services. A total of 918 people attended the Easter Sunday services. Ninety (90) people attended the Good Friday service. Seventy six (76) people attended Maundy Thursday service. The choir was wonderful.
- **May 19 Town Hall: Proposed agenda.** The lion's share of the meeting will be presenting and discussing the solarization project.
- **Ministry Center Hall Name.** 'Community Hall' got the most votes. Jon + had a last minute inspiration of the name 'Spirit Hall'. A motion was made, seconded, and approved to use 'Community Hall' in communications with the external community.



- **Capital Replacement Review** - Art explained the goal of having a constant level of capital replacement every year. Refinement of the Capital Replacement Plan is needed to inform the 2025 budget development process and ensure adequate funding is put aside for church campus revitalization over time. Development and review of 2025 projects should be included in the budget and approved by the Vestry.
- **July Vestry Meeting** - Normally, the vestry takes a break during the month of July. This year there will be a meeting. The date is July 11th. **Note: The May vestry meeting will be on the third Thursday - May 16, 2024.**

Solarization Project Update - Jon+ / Brian/ Art

The finance committee has endorsed moving forward with the addition of roof panels and the needed roof replacements for McGill Hall and the Chapel in addition to the solarization project.

With the Inflation Reduction Action (IRA) refund credit of 30%, the Brown Family Gift, and other grants, we have sufficient funds to proceed with the project, including the roof replacements, which is currently part of our Capital Replacement schedule.

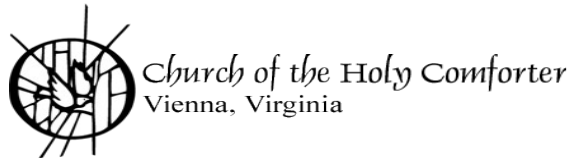
Volunteer Accelerator Update - Kathy / Kim

This effort will be a pre-step to future strategic planning. We have been in contact with Melinda Kinsman from Ministry Architects. The Volunteer Accelerator would get newcomers involved sooner. We would be able to see how volunteers are over-utilized or under-utilized. We would also be able to provide good volunteering opportunities to people based on their interests and skills. At the same time, ministry leaders would get a list of potential volunteers. It was recommended to form a committee to lead this project.

Treasurer's Report March - Peggy

In March there was a surplus. This figure brings our YTD deficit down.

March saw good pledge collection and cash collection. Non-pledge checks were down slightly against the budget number. Rental income continues to be low. The special offerings represent mostly on-line gifts for Maundy Thursday, Good Friday and Easter. The bulk of the Maundy Thursday, Good Friday, and Easter gifts from checks and cash will show up in April since that's when they were counted and deposited (Easter being March 31). On the expense side, nothing unusual to report - Children's and Student Ministries have negative numbers due to Hogwarts registration fees and Youth Beach Trip fees. The Endowment Fund expenses were for the recent Episcopal Parish Network Conference the Wardens attended and that money will be repaid by the LEAD Fund in the Endowment.



Year to date, we are showing excellent pledge collection against the budget number. Again, rental income is down against the budget number. On the expense side, there's nothing new. Children's Ministries is significantly under budget due to VBS registrations. That money will be spent mostly in the summer. Buildings & Grounds is still over budget due to the January snow/ice storm costs and the 2023 HVAC repair costs. Bottom line is a deficit but the budget assumes a deficit at this point, so we are doing better.

Comparing 2024 to 2023 at this point, we are behind last year. We have a current deficit vs a surplus last year. The major differences on the income side are in the non-pledge checks, the ECW pledge payments and rental income. On the expense side, most of our categories are higher than last year. Only Pastoral Care and Fellowship is lower.

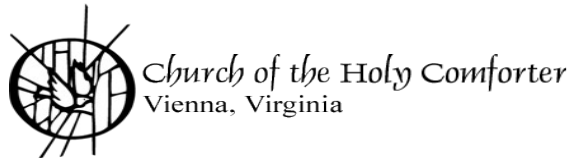
In the Building Fund, you will see on the balance sheet that the loan is gone as is the fund from which the building loan payments were being made. Per the Vestry's vote last month, those leftover funds were transferred from the Building Fund into the Capital Replacement Fund. We continue to receive pledge payments and are continuing to earn good interest on the funds we have in hand.

Administrative Action Needed:

- Nominate and certify North Fairfax Delegates - 3 delegates / 3 alternates - due date: April 15 - Peter Brownrigg, Candance Dibblee, and Virginia (Gini) Barazia will be the delegates. Bryon and Jeanne Firey will be the alternates.
- March Treasurer's Report - Approved.
- March Parochial Report - Approved.

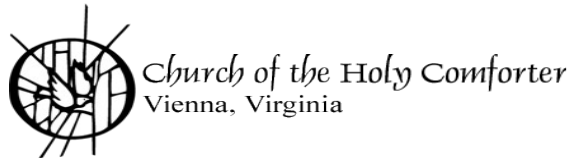
Information / Standing Committees / Program Updates:

- **Preschool Board / Children's Ministry/ Youth Ministry / IONA Fund - Kathy**
HCEP auction is April 12.
The Pancake Brunch raised \$1,728 for the mission trip.
The 007 Casino Dance raised \$4,847 for the mission trip.
The Youth service is April 14.
Youth car wash is May 19.
Confirmation is May 12.
- **Episcopal Church Women (ECW) / Pennywise - Chris**
Pennywise revenue is up 15% over last year.
Women's retreat is April 26- 28.
UTO fundraising begins in early May.
Summer youth grants have not received any applications.
Over 50 Comfort Boxes were mailed.



It was recommended that the church pay to have additional Time Sign Up administrators. There is a concern that the Funeral Ministry team is aging out. It was recommended to reach out to Jane O'Connell to be a part of this ministry. There was some discussion about reviving the Ministry Fair.

- **Building & Grounds Committee / Creation Care / Earth Day - Brian / Kerry**
Refacing the large sign near Beulah will cost #3,745.
There will probably be plantings in the area to the left of the visitor parking spaces.
There is a proposed Eagle Scout project to improve and expand the path around the forest edge.
An investigation is being made to install deer fence in the forest.
There is a roof leak near door #4.
The vestry voted to pre-approve expenditures up to \$5,000 for the step located in the columbarium.
- **VPOM - March 2024 - Kerry**
A get well card was sent to Tom Gadell.
- **Communication - Laurie**
Investigating the possibility of adding a search feature to the website.
There is an effort in updating paper QR codes. A photography class is being arranged, so CHC can get better pictures to use on the website and public relations.
- **Adult Faith Formation - Linda Lee**
Current programs are "The Seven Principles of Making Marriage Work" and "12 Steps to Sanity".
Upcoming programs: "The Path Ahead: Spirituality & Purpose in Later Life" and "Creation Care Earth Day Program".
Linda Lee noted that not everyone on the online directory does not have a picture associated with their name.
Linda Lee gave a plug for composting in support of the upcoming Earth Day. Kids can pot plants in recyclable containers.
- **Fellowship - Sherryl**
Four bids have been received for the BBQ. All were higher than last year.
- **Finance Committee - Art**
Recommend approval to commit funds and sign contracts to proceed with the expanded solar project.
Annual audits will be March through May of this year.
- **Newcomers / Growth & Inclusion - Kim**
QR codes for the pews are in progress.
Welcome bags are being updated.



Plans to update the system for tracking newcomers to ensure all are welcomed, documented, and assisted in finding a place in our community.

- **Outreach Committee - Byron**

No update was given.

- **Stewardship - Steve**

No update was given.

The meeting ended at 9:10 pm with the vestry members laying their hands on Jon + and reciting the runner's prayer.

Respectfully submitted,

Barbara Bowling
Acting Register

References on file in the Vestry Google Drive

An Organ for St. Mary's Chapel

An Organ for St. Mary's Chapel

I. Background

A. Musical need

1. Holy Comforter music primarily organ, some piano
2. Only have piano in chapel
3. Organ in chapel can address musical need, contrast organ in nave

B. Financial opportunity

1. Music fund provides development opportunities outside of budget
2. Jim Mixter memorial windfall

II. Organ characteristics

A. Must fit the chapel space

1. Remove as few chairs as possible (<6' deep)
2. Keep windows clear (<12' wide)
3. No external components or chambers
4. Organ voiced to chapel acoustic

B. Musical role for instrument is primarily service playing

1. Hymns
2. Service music
3. Voluntaries
4. Bonus: available for practicing and teaching

C. Desirable design elements

1. Single case with integrated console
2. Two independent manuals
3. Pedal division with 16'
4. Mechanical action

III. Financial considerations

A. Costs: about \$116,000 total

1. Instrument (used): \$38,000
2. Cleaning and overhaul: \$11,000
3. Shipping (estimate): \$11,000
4. Modification (blower, couplers): \$40,000
5. Preparation of chapel: \$0
6. Installation: \$11,000
7. Misc. (organ builder travel, etc.): \$5,000?

B. Budget

1. Memorial gifts (Jim Mixter \$13,000, Kathleen Kelley \$4,100): \$17,100
2. Donors to cover remaining costs: \$82,500 in hand, \$25,000 pledged
3. No financial contribution from operating budget, no fundraising
4. Tuning: \$300 once or maybe twice a year

