

St. Alban's Episcopal Church
Annandale, VA
Vestry Meeting – September 19, 2017

Present: Father Jeff, Father Paul, Deacon Theresa, Linda, Betsy, Cheryl, Chuck, Harris, Moira, April, Debbie, Steve

Regrets: John, Peter, Moira, Nancy

Reflection/Refreshments: Steve provided refreshments and also shared the reflection. Steve shared with the Vestry that in light of National Talk Like a Pirate Day, today, September 19th, he shared the story of the Saint of Pirates who rose to sainthood for his protection of captives held by pirates on the French rivers. Steve also reflected on the devastation of the recent hurricanes and asked us all to keep everyone in prayer. Importantly, Steve also reminded us that St. Alban's has an excellent Emergency Plan.

Minutes: The Vestry reviewed the minutes from the August 15, 2017 Vestry Meeting. A motion was made by Cheryl to approve the August 15, 2017 minutes, seconded by Steve, and approved by the Vestry.

Old Business from the August 15, 2017 Minutes:

Choir Rail Safety Update – Fr. Jeff and Carlos spoke to the contractor who installed the door in the Narthex. The contractor has been away for the last few months in Bolivia. Fr. Jeff and Carlos will follow up with him when he returns.

Treasurer's Report:

Fr. Jeff presented the January to August 2017 Analysis of Revenues and Expenses Detail Report and reported the following on behalf of Sue. Fr. Jeff indicated that YTD actual expenses budget is under by approximately \$23K (see page 4). YTD actual Total Committed Giving is slightly behind due to the 'summer slump'.

Specific items discussed:

- Line 4040 – Non-Pledge-Repeat Donors: This line was added to the budget this year and is intended to capture the funds from those who give regularly but do not pledge. This line item is well exceeding the budget (by approximately \$37K) but the downside is we are not able to budget properly. Fr. Jeff advised he would look back at five years of non-pledgers to help identify who we should reach out to about becoming regular pledgers.
- Linda was asked a question regarding Bazaar proceeds because a parishioner asked her. The Bazaar proceeds support the ministries at St. Alban's, but does not fully fund them.

Rector's Report: Fr. Jeff provided the report via email.

Assistant Rector's Report: Fr. Paul provided the report via email.

Deacon's Report: Deacon Theresa provided the report via email.

Senior Warden Report: Linda provided the Senior Warden Report via handout. Linda stressed the importance of Vestry and parishioner involvement in the upcoming capital campaign for the physical plant improvements. The goal is to have everyone in the congregation understand the need for the improvements. Linda also shared that Betsy Anderson strongly recommends that St. Alban's complete a feasibility study prior to the capital campaign in case funds need to be borrowed from the Diocese.

Linda reported on behalf of the Finance Committee that they recommend meeting with the Westminster School again to see if they would be willing to extend the lease. The current lease is up next year. Eventually, Fr. Jeff would like to see St. Alban's run its own affordable preschool.

Linda also shared feedback from Ministry Sunday. Attendance was down compared to prior years however there was a lot of interest in the various ministries. Fr. Jeff will share in the upcoming Word that even if a parishioner missed Ministry Sunday, it is not too late to get involved!

See also notes on the Physical Plant Improvements.

Junior Warden Report: No report was provided.

Physical Plant Improvements:

Kitchen Committee Update: Linda provided the update on the kitchen. The Kitchen Committee hired Neil Rosebury who came strongly recommended from St. Luke's. Neil's firm will manage the design. The Kitchen Committee met with Neil and his team again on September 11th where several sketches were presented. The Committee reviewed the sketches and all agreed it is pretty tough to work with a square room. Suggestions were made to possibly expand the kitchen into the Parish Hall and also possibly move the kitchen exit doors into the Parish Hall. The project is moving forward though Neil did advise that we should expect a lag time between the design phase and implementation phase to allow time to raise money. The kitchen renovation is still on track for late Summer 2018 or a little later, depending on funding.

Parking Lot Committee Update: Fr. Jeff reported that parking lights have been installed however reflective paint needs to be added to the base of the lights. The timers have been set so that the lights go off at 10:00 pm and turn on at 5:00 am. The cost of the project was paid for out of capital reserves.

Parish Hall Lighting Update: Fr. Jeff reported that the lights for the Parish Hall have been purchased and paid for. Installation is targeted for October.

Stewardship Campaign: The Vestry discussed the Stewardship Campaign for 2018 and agreed the Vestry would pledge early again this year. Fr. Jeff will bless the basket of Vestry pledges during a Sunday service in October.

New Business:

Invite, Welcome, Connect: Fr. Jeff circulated a flyer for a workshop at St. Mark's on Saturday, October 7th. The workshop is designed to share strategies on how to get people to come to church and how to get them to come back. Several Vestry members indicated they would attend with Fr. Jeff.

Parochial Report: Fr. Jeff circulated The 2016 Report of Episcopal Congregations and Missions. Discussion followed.

Christmas Services: If the schedule remains as is, there will be five services in 24 hours. Discussion followed. It was decided that the 8:15 am service would be held on Christmas Eve, along with the 10:00 am service at Sleepy Hollow Nursing Home, followed by the 5:30 pm and 11:00 pm services. No 10:15 am service will be on Christmas Eve.

There will only be one service on Christmas Day at 10:15 am.

St. Alban's will be hosting the Hypothermia Shelter the week of Christmas as well.

Old Business:

Bylaws: Fr. Jeff circulated copies of the Bylaws to the Vestry earlier this year. The Vestry noted a few typographical errors in the Bylaws. The Vestry agreed to correct the errors the next time the Bylaws are changed.

Film on Gerrymandering: In June, Debbie presented this issue to the Vestry and asked if St. Albans would consider showing a one hour film about the redistricting process in Virginia. The organization One Virginia is looking for help in making the issue of Gerrymandering public.

Update- Even though the video is non-partisan, parishioners have expressed concerns over the clergy's role in political matters. The Vestry agreed that the Gerrymandering video should not be Parish sponsored at this time.

Next Meeting: Tuesday, October 10, 2017 (note this meeting had to be moved due to scheduling conflicts, original date was October 17, 2017)

October Reflection/Refreshments: Betsy

The meeting adjourned and Steve closed with the Lord's Prayer.