

**St. Alban's Episcopal Church**  
**Annandale, VA**  
**Vestry Meeting – Tuesday, May 15, 2018**

**Present:** Father Paul, Nancy H., Cheryl, Margaret, Steve, Rick, Jim, Linda, Nancy C., April, Debbie

**Regrets:** Deacon Theresa, Harris, John

**Reflection/Refreshments:** Debbie provided the refreshments and reflection. Debbie shared about the life of Frances Perkins.

**Minutes:** The Vestry reviewed the minutes from the April 17, 2018 Vestry Meeting. A motion was made by Rick to approve the April 17, 2018 minutes, seconded by Jim, and the minutes were approved by the Vestry.

A change was made to the Reflection/Refreshment schedule. Nancy H. will take the July reflection/refreshment and Nancy C. will take the August reflection/refreshment. The change is noted on the schedule on the third page of the May minutes.

**Treasurer's Report:** No report provided. April Financials are not ready.

**Parking Lot Update:** Nancy H. provided the parking lot update.

- The contract has been signed and work is scheduled for July 16-20 (M-F), or July 23-27 (M-F) as a rain date.
- During the repaving work, no traffic will be able to enter or exit the parking lot. This includes all renters as well as Fr. Jeff & Kate at the Rectory. Those impacted by the repaving project will be notified in advance.

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

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

**Senior Warden Report:** Nancy H. provided the Senior Warden Report via email.

**Junior Warden Report:** No report was provided.

**Clean-Up Day:** The annual Parish clean-up day is scheduled for Saturday, June 9<sup>th</sup>. This date was selected because the weather should be nice and a few weeks before the Bishop visits at the end of June. John will circulate sign up with project list. Clean up date will start at 9:00 am.

**Vestry Calls:** The Vestry is in the process of making calls. Feedback was shared. Discussion followed.

**Vestry Commissioning:** Vestry Commissioning will take place on May 20, 2018 at both services. The Vestry recommended that the Treasurer be commissioned as well.

**Bishop Visit, Confirmation, & Picnic:** Sunday, June 24, 2018, one service only at 10:15 am. The picnic will begin after the service around noon. Fr. Paul reported that Confirmation class has been completed. Fr. Jeff will be here for the service and picnic.

**July Vestry Meeting:** Tuesday, July 17, 2018. This meeting will be a social evening hosted at either Nancy H. or Margaret's house. Spouses are welcome!

Nancy C. and Rick shared they will not be able to attend.

### **Committee Reports:**

**Bazaar:** Nancy C. provided an update and will circulate the minutes from the Bazaar meeting.

**Parish Life:** Nancy H. attended.

**Worship:** Margaret attended.

**Outreach:** Next meeting is Tuesday, May 22, 2018

**VBS:** Linda attended and reported the planning is going well.

### **New Business:**

Steve shared a Resource Capability list from Fairfax County that identifies St. Alban's as an emergency shelter or staging area. The Vestry completed the form for the County together.

Steve also shared an update on the Emergency Plan. He is reducing the Emergency Plan from 12 pages to 2 pages. Steve recommends we practice the plan and role play scenarios. Also, the new Vestry should re-watch the AED training video.

**Next Meeting:** Tuesday, June 19, 2018.

April is not able to attend the June 19, 2018 minutes. Nancy C. agreed to take the minutes.

### **June Reflection/Refreshments: Cheryl**

The meeting adjourned with Debbie leading the Lord's Prayer.

**Reflection and Refreshments Schedule 2018-2019**

<b>Month</b>	<b>Reflection</b>	<b>Refreshments</b>
May	Debbie	Debbie
June	Cheryl	Cheryl
July	Nancy H.	Nancy H.
August	Nancy C.	Nancy C.
September	Jim	Jim
October	John	John
November	Rick	Rick
December	Steve	Steve
January	April	April
February	Linda	Linda
March	Margaret	Margaret