

**St. Alban's Episcopal Church
Annandale, VA
Vestry Meeting – Tuesday, April 16, 2019**

Present: Father Jeff, Father Paul, Deacon Theresa, Larry, Jim, Linda, Nancy H., John, Margaret, Debbie, Cheryl, Rick, Donna, Jane, and Evangeline.

Regrets: Nancy C., Sue M.

Reflection/Refreshments: Debbie provided the refreshments and reflection. Debbie reflected on *Amazing Grace*, a documentary by Aretha Franklin, a glorious Lenten experience.

Minutes: The Vestry reviewed the minutes from the March February 19, 2019 Vestry Meeting, and two amendments were made. A motion was made by Nancy H. to approve the minutes, seconded by Cheryl, and the minutes were unanimously approved by the Vestry.

Treasurer's Report: On behalf of Sue, Fr. Jeff provided the March 2019 financials.

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

Assistant Rector's Report: Fr. Paul provided the report at the meeting, and discussed the trip to the Holy Land, as well as the recent events held with the Youth Group.

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

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

Junior Warden Report: Rick provided his report on the Clean the Parish Day. It went well, and for next year, we need to fine tune who does what regarding specific tasks.

Capital Campaign: The minutes of the Architect's plans for the Kitchen and Betsy's personal notes (attached) were discussed. There was a discussion about the reaction to the presentation, and about the need to address the anxieties of the congregation. The Vestry agrees that we need to remind our parishioners that we are listening to them and we want to hear about all their concerns.

Committee Reports: The Outreach Committee decided to maintain the current level of funding for our approved outreach activities.

Property Issues: The materials for the slide replacement have arrived, but there continues to be an issue with the compatibility of the parts. Carlos is working the issue. Jim Kilby and Ralph want to plant ground cover on the sloping hill by Columbia Pike; optimal plants are being researched. We currently have three broken lawn mowers. They will be recycled, and a parishioner has volunteered to purchase one replacement mower for the parish.

NEW BUSINESS

Parochial Report: Fr. Jeff presented the report, which is due to the diocese on an annual basis (see attached). The Vestry unanimously approve the report, with minor modifications.

Status of Vestry Calls: The Vestry has been urged to complete them and provide any updates on contact information, concerns, etc. to Nancy H.

Holy Week Attendance: See you in church!

Next Meeting: Tuesday, May 21, 2019. Reflection and refreshments by Donna Archer.

Prepared and submitted by Margaret Pendley.

Rector's Vestry Report
April 2019

- Plan funeral services for Ken Butler. Celebrated, preached and led the graveside prayers and burial rite.
- Gave a talk and slide show on my sabbatical at the first Lenten Program. Attended the following three programs presented by Dr. Matis. The programs were well attended.
- The pews in the chancel on the lectern side have been fastened down. There seems to be adequate room, and I believe it gives that side of the church a much cleaner, more uniform look. Thanks to Kit Ryan and Chris Martin for their patience, creativity and time. We will begin looking for a replacement lectern soon (a more substantial lectern that will match the pews) and a more attractive solution for the seating nearer the pulpit.
- Finished working on the 2018 Parochial Report (which will be presented at the April Vestry meeting for your approval). Also submitted our "Confirmed Communicants in Good Standing" report, a diocesan report which is used to determine the number of delegates we have at Diocesan Convention.
- Finished planning Holy Week and Easter services with Fr. Paul.
- Participated in a conference call with Community Counselling Service Co. (CCS), the contractor who will be conducting our Capital Campaign feasibility study. A member of their staff will be moving in with us on April 29th, for the 4-week contracted period.
- Participated in the annual Parish Clean up. I think we had about 20 people show up throughout the morning, and we got some good work done inside and out.
- Attended the Sunday morning parish meeting with Neal Roseberry (our kitchen-design architect). I'm anxious to hear your thoughts on how the meeting went.
- Met with Ralph Hassig and Lauren Quinn (director of our tenant, The Village School) about setting aside some area for a garden near our sheds. Ralph and I are in agreement that the plan is fine, as long as the garden does not create any extra work for our landscape volunteers and mowing teams. We'll have to keep a close eye on this.
- Met with the Altar Guild to review plans for Holy Week and Easter services.

Deacon's Report to the Vestry
April 2019

- Attended Outreach Meeting on March 23.
- Hosted Samaritan Ministry of Greater Washington (SMGW) Northern Virginia Partners Meeting on March 23. Arranged light dinner for the group and worked with SMGW and parish staff for set-up and clean-up. Parishioners Debbe Hughes and Casey Cummings participated in the meeting. Worked with Chris Martin, new SMGW staff member and St. Alban's parishioner to coordinate logistics.
- Held volunteer meeting for Sleepy Hollow volunteers on March 31 to update them on the new requirements.
- Met with the activities director at Sleepy Hollow to receive additional information and clarification about volunteer requirements. Volunteers will need police background checks, proof of specific immunizations, and formal applications submitted. I will be coordinating this with the volunteers.
- Attended ***A Faithful Response to Addiction and the Opioid Crisis*** at VTS. Received information and resources which can be used in the parish for education and support.
- Attended Service in Commemoration of The Rev. Dr. Martin Luther King, Jr. at VTS on April 4.
- Diocesan work included providing guidance to an individual in discernment for the diaconate and serving as chaplain for the Deacons' School (April 5-7).
- Prepared for the Good Friday service at Sleepy Hollow by reviewing/updating the service bulletin and recruiting volunteers.

Senior Warden Report April 2019

Met with Rick Weinberger concerning the upcoming Clean-Up day. Went over some of the items I noticed that need attention this year.

Attended Clean-Up day April 6. Worked with Tom Tycz on cleaning and fixing the tables used in the parish hall. Congratulations to Rick Weinberger for a very well run event.

Provided lunch items for the meeting with Designer/Architect on April 7. Coordinated with the Bill Calvert (coffee hour host).

Attended last two Lenten Program sessions. Our speaker was wonderful with the history of the Episcopal and Anglican Church.

Attended meeting of the Altar Guild with Fr. Jeff and Fr. Paul concerning upcoming Holy Week. I truly appreciate all the work the Altar Guild does during this busy time.

Made my phone calls/emails/note cards to my section of our parish.

Typed up the Snack/Reflection Schedule and sent to Vestry with this report.

Noticed that there is no lock on the closet where the extra communion wine is kept. Thanks to Carlos and Tammy for fixing.

**THE 2018 REPORT OF EPISCOPAL CONGREGATIONS AND MISSIONS
ACCORDING TO CANONS I.6, I.7, AND I.17
(OTHERWISE KNOWN AS THE PAROCHIAL REPORT)**



Name of Congregation St Alban's Episcopal Church		Diocese Virginia	
Street Address 1 6800 Columbia Piked		City Annandale	State VA
Street Address 2		Zip + 4 22003	County Fairfax
Mailing Address 1 6800 Columbia Pike		Mailing City Annandale	State VA
Mailing Address 2		Zip + 4 22003	Phone # 703-256-2966
Federal Tax ID # 54-0652744	Email Address info@stalbandsva.org	Congregation's Web Address www.stalbandsva.org	

Report Preparation

Page 2. Prepared by: Tammy Thomas	Daytime Phone: 703-256-2966	Email Address: info@stalbandsva.org
Page 3. Prepared by: Mike Morgan	Daytime Phone:	Email Address: mike007morgan@yahoo.com

Certification by the Clerk of the Vestry

Certified by (Print or type name)	
Signature	Date

Certification by the Treasurer/Financial Vestry Officer

Certified by (Print or type name)	
Signature	Date

Certification by the Rector/Vicar/Priest-in-Charge

Certified by (Print or type name)	Daytime Phone
Signature	Date

Vestry Approval

Indicate the date that your 2018 Parochial Report was approved by the vestry or Bishop's Committee (Canon I.6.1)	Date
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Membership, Attendance and Services of the Reporting Congregation

Using Last Year's Report:

Active Baptized Members of the Reporting Congregation reported Last Year

Using the 2017 Parochial Report, record the Number of Baptized Members Reported as of December 31, 2017. (See your 2017 Parochial Report, Box M17.)

Members Reported Last Year = M17

Using the Register of Church Membership and Rites:

During the Report Year

Increases in Membership

1. Increases during year: All members added to the baptized members section of the congregation's Membership Register during 2018 by: baptism, confirmation/reception, or transfer; and those persons restored from inactive status, or not counted in last year's membership count.

Total Increases = 1.

Decreases in Membership

2. Decreases during year: All active baptized members lost by death, transferred to another congregation, removed to inactive status in the Register of Church Membership and Rites, removed for other reasons, or not removed from last year's membership count.

Total Decreases = 2.

Active Baptized Members of the Reporting Congregation Year-End

M18 Add the increases entered in box 1 to Box M17. Then subtract the decreases in box 2 for the total active membership as of December 31, 2018

Total Active Baptized Members (end of report year) = M18

Communicants in Good Standing of the Reporting Congregation

Communicants in good standing: Baptized members of the reporting congregation who "have received Holy Communion at least three times during the preceding year" and are faithful "in corporate worship, unless for good cause prevented," and "in working, praying, and giving for the spread of the Kingdom of God."

Youth Communicants in Good Standing

3. Adult communicants in good standing (age 16 and over) = 3.

4. Youth communicants in good standing (under age 16) = 4.

Others Active

5. Total communicants in good standing (sum of 3 and 4) = 5.

6. Others who are active whose baptisms are *not* recorded in the Membership Register, or in another Episcopal congregation. **Others =** 6.

Using the Service Register:

Average Sunday Attendance in 2018

7. Sunday (& Saturday Evening) Attendance Divide total attendance by the total number of Sundays when services were held.

Average Sunday Attendance = 7.

Weekday Attendance in Congregations without Sunday Attendance

8. Average Principal Worship Service Attendance on a Weekday (in congregations without Sunday or Saturday evening services) = 8.

Easter Attendance in 2018

9. Easter Sunday Attendance (9)

Sacraments & Services:

Number of Holy Eucharists Celebrated During 2018

- 10. Total Sunday and Saturday Evening Eucharists** (10)
- 11. Total Weekday Eucharists** (11)
- 12. Total Private Eucharists** (12)
- 13. Daily Offices Held on Sunday or Saturday Evening** (13)
- 14. Daily Offices Held on Weekdays** (14)
- 15. Marriages Conducted in 2018** (15)
- 16. Burials Conducted in 2018** (16)

Family Offices and Other Service Held During 2018

Using the Register of Church Membership and Rites:

Baptisms in 2018

17. Baptisms 16 years and older (17)

Confirmations in 2018

18. Baptisms under 16 years of age (18)

19. Confirmations 16 years and older (19)

Received in 2018

20. Confirmations under 16 years of age (20)

21. Received by a Bishop (21)

Children and Youth

22. Total Church School enrolled in 2018 (22)

Adult Education in 2018

23. Regular Sunday or weekday adult education programs held? Yes NO

24. Number of adults engaged in religious education or spiritual formation

Languages in which Worship is conducted:

25. English Spanish French Other

26. Other (please list) _____

Stewardship and Financial Information of the Reporting Congregation

Living Information for 2018:

Number of Pledges	1.	Number of confirmed pledges for 2018 report year	(1)	136
Total \$ Pledged	2.	Total dollar amount pledged for 2018 report year	(2)	\$ 511,352

Report of Revenues and Expenses for 2018:

Operating Revenues	3.	Plate offerings, pledge payments & regular support	(3)	\$619,268
	4.	Money from investments, used for operations in 2018	(4)	(\$1,120)
	5.	Other operating income, including unrestricted gifts & restricted gifts used for operations & contributions from congregation's organizations	(5)	\$70,816
	6.	Unrestricted bequests used for operation	(6)	\$0

Subtotal Normal Operating Income (3+4+5+6) = A **\$688,964**

	7.	Assistance from diocese for operating budget	(7)	\$0
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Total Operating Revenues (A+7) = B **\$688,964**

Non-Operating Revenues	8.	Capital funds, gifts & additions	(8)	\$62,486
	9.	Additions to endowments & other investment funds	(9)	\$0
	10.	Contributions & grants for congregation-based outreach & mission programs	(10)	\$7,766
	11.	Funds for transmittal to other organizations	(11)	\$52,360

Subtotal Non-Operating Revenues (8+9+10+11) = C **\$122,612**

Total All Revenues (B+C) = D **\$811,576**

Operating Expenses	12.	To diocese for assessment, apportionment, or fair share	(12)	\$67,684
	13.	Outreach from operating budget	(13)	\$45,217
	14.	All other operating expenses	(14)	\$576,063

Subtotal Operating Expenses (12+13+14) = E **\$688,964**

Non-Operating Expenses	15.	Major improvements & capital expenditures	(15)	\$155,828
	16.	Expenses for congregation's outreach & mission	(16)	\$31,402
	17.	Funds contributed to Episcopal seminaries	(17)	\$0
	18.	Funds sent to other organizations	(18)	\$52,360

Subtotal Non-Operating Expenses (15+16+17+18) = F **\$239,590**

Total All Expenses (E+F) = G **\$928,554**

Year-End:

As of December 31, 2018	19.	Total cash in all checking & savings accounts	(19)	\$75,071
	20.	Total investment at market value (not including cash reported in line 19)	(20)	\$358,457

Priest(s) Serving this Congregation

Last name of Rector, Vicar, Dean, Priest-in-charge or interim Shankles	First Name Jeffrey	Middle Name Scott
Title of position Rector	Year ordained (priest) 2005	Diocese of canonical residence Virginia
Employment status at this congregation: <input checked="" type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Non-stipendiary	Year called to this congregation: 2005	Church pension status: <input checked="" type="checkbox"/> Active <input type="checkbox"/> Retiree <input type="checkbox"/> Non-active
Name of other congregation(s) currently served by this priest		

Last name of associate priest, assistant priest or curate Moberly	First Name Paul	Middle Name Benjamin
Title of position Associate Rector	Year ordained (priest) 2017	Diocese of canonical residence Virginia
Employment status at this congregation: <input checked="" type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Non-stipendiary	Year called to this congregation: 2017	Church pension status: <input checked="" type="checkbox"/> Active <input type="checkbox"/> Retiree <input type="checkbox"/> Non-active

Last name of associate priest, assistant priest or curate	First Name	Middle Name
Title of position	Year ordained (priest)	Diocese of canonical residence
Employment status at this congregation: <input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Non-stipendiary	Year called to this congregation:	Church pension status: <input type="checkbox"/> Active <input type="checkbox"/> Retiree <input type="checkbox"/> Non-active

Last name of associate priest, assistant priest or curate	First Name	Middle name
Title of position	Year ordained (priest)	Diocese of canonical residence
Employment status at this congregation: <input type="checkbox"/> Full time <input type="checkbox"/> Part time <input type="checkbox"/> Non-stipendiary	Year called to this congregation:	Church pension status: <input type="checkbox"/> Active <input type="checkbox"/> Retiree <input type="checkbox"/> Non-active

If you have more than 4 priests who serve this congregation on a regular basis, complete this form online (where additional blanks will be generated) or attach a page to this paper form.

If you have no resident priest at present, who leads Sunday worship services? (Check all that apply)

- Supply Priest(s) Deacon Lay worship leader Other: _____ (e.g. lay vicar)
 A long-term supply priest _____ (Give full name of long-term supply)

Deacon(s) Serving this Congregation

Last name of Deacon #1 Lewallen	First Name Theresa	Middle Name
<input checked="" type="checkbox"/> Deacon (vocational) <input type="checkbox"/> Transitional Deacon	Year ordained (priest) 2016	

Last name of Deacon #1	First Name	Middle Name
<input type="checkbox"/> Deacon (vocational) <input type="checkbox"/> Transitional Deacon	Year ordained (priest)	

Name(s) of other congregation(s) currently served by this priests (if any)

Explanation of Unique or Unusual Clergy Situation:

Outreach Ministries and Volunteer Activity of this Congregation

Using the check boxes below, did your congregation provide any of the following community service or outreach ministries during 2018?

If yes, were few volunteers involved in the ministry, or were a larger number of your members involved?

Please also estimate in the space provided approximately how many people were helped or served each month by ministry:

	No	Yes		
		Few volunteers involved	Many volunteers involved	Estimated number of people served
1. Food pantry, soup kitchen or meal projects	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Sustainable food garden/cooperative (such as "Farm to Tray")	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Cash, vouchers or help with rent/utilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Day care, pre-school, before or after-school programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5. Tutoring or literacy programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Health programs (parish nurse, clinics, health education, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. Community organizing, organized social issue advocacy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8. Job placement, job training, employment counseling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9. Building projects (such as Habitat for Humanity)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10. Support groups (bereavement, divorce, job loss, 12-step, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11. Programs for the elderly and homebound persons	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12. Clothes closet, thrift store	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13. Homeless or no-freeze shelter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14. Overseas sponsorships, microloans, Heifer Project, Haiti relief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15. Other, not listed:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Notes on Presentation by

**Neal Roseberry, AIA, Principal with Lemay Erickson Willcox Architects
(LEW)**

to the Parishioners of St Alban's Episcopal Church, Noon, Sunday April 7, 2019

Introduction and History

Fr Jeff opened with prayer:

We pray, Blessed Lord, that you will strengthen and embolden our faith, inspiring us and encouraging us by your Holy Spirit, that we may run to wherever your work and mission call us. Help us and guide us and inspire us to carry out the vision you have placed upon our hearts, that we may be Christ's hands and heart in our community, feeding the hungry and caring for the poor and the oppressed. Lord, in thy mercy.

Betsy Anderson, Chair of the Kitchen Committee, welcomed everyone and introduced members of the Kitchen Committee seated in the front of the Parish Hall – Fr Jeff, Nancy Harrell, Rick Weinberg, Kate Wettstein, Delores Baisden, Benny Robles, Linda Cummings. Member April Keller was absent. Betsy noted Mike Sinsabaugh and John Clements served on the committee during their tours as Junior Warden.

Betsy introduced Neal Roseberry, architect and principal with Lemay Erickson Willcox, whose firm provided floor plan drawings of our existing kitchen and adjoining restrooms and the proposed floor plan renovations.

Fr Jeff noted a 2015 Parish Survey conducted by Mike Sinsabaugh showed a strong desire to remodel our kitchen. Then in March 2016 Fr Jeff called together a "brainstorming" committee of current Vestry members and parishioners in charge of heavy kitchen-use programs. Attendees included Benny Robles, Debbie Rosse, Delores Baisden, Kate Wettstein, Moira Skinner, Mike Sinsabaugh and Betsy Anderson. Fr Jeff said, "Our purpose for now isn't to plan out a redesigned kitchen but to explore imaginative ways we'll be able to use a new kitchen for outreach, fellowship, rental income, etc."

Betsy Anderson agreed to chair a new Kitchen Committee. Members began touring and speaking to kitchen committee members in churches within the diocese and

- Kitchens and toilets are the most expensive parts of a church campus, and a kitchen is the area requiring the most purposeful design.
- The current kitchen area is not large but it is serviceable. The new design is laid out in work zones; the existing design is a free-for-all zone.
- Design is led by where to place large equipment and storage space. It is unusual to have so many windows in a commercial kitchen as that diminishes storage space. Good lighting will be added to compensate for lost windows.
- The final design came after the committee reviewed six different layouts, LEW then refined three or four designs, and the committee ultimately agreed on the design seen today. LEW feels this is an efficient layout and will well serve St Alban's current usage and added future ministries. In sum, this design brings this end of the campus up to the standard of the other end of the campus. The question now is, is this a transformation that St Alban's wants?
- The design does not include a door that goes directly to the outside. There simply was not enough space available in the current footprint to have a door and still provide efficient work patterns. It is not unusual for there to be no direct access to the outside in commercial kitchens; however, St Alban's is used to having one.
- Pass-thru kitchen windows were popular in the 1950's and '60's but currently are not used in commercial or renovated church kitchens.
 - Again, adding a pass-thru window proved too big a challenge to include.
 - In fact, most serving at St Alban's is done in the Parish Hall. The committee reported the pass-thru window is used once a year.
 - Pass-thru windows can allow disruptive kitchen clean-up noise to interrupt events in the Parish Hall.
- The design does not include windows, an outside door, or a pass-thru window but it does include a 3-compartment sink, professional grade range and hood, counter space for food preparation, and counter space immediately inside the kitchen for a coffee station.
- The dish-washing zone will have a commercial grade dishwasher and disposal and allow efficient plate cleaning and storage. As required by code, there will be a hood which must be vented on an outside wall. Plate storage will be on dish dollies that go under a counter.
- The large island for food prep has storage below. Some storage – such as frequently used pots and pans – will be open.

How many sinks?

By code the dish-washing sink has three bowls, one hand-washing sink, a coffee-prep sink, and a food-prep-area sink.

Has there ever been a fire in the St Alban's kitchen?

No. This new design is not a fire trap. There is fire suppression in the cooking and dish-washing areas (two hoods). There will be new electrical work which will bring new air conditioning, and the kitchen will continue to be cinder block construction.

Can the range be moved to put in a door?

There is not enough space for a door along the current wall. Putting in a door would require moving out the rear wall. This would require an exploratory site plan; Fairfax County requires this if the new floor plan exceeds a certain minimal amount of added space. An exploratory site plan is an extensive and expensive process that requires many months and the hiring of a civil engineer trained in this work. The committee did not consider doing this, recognizing that funds are not limitless.

Can a urinal be added to the men's room by eliminating one sink?

The design meets current plumbing standards where the same number of plumbing units need to be maintained. If changed, there will be additional charges.

There is a concern that only one, 3-foot door to enter and exit the kitchen will lead to bottlenecks.

The committee did not act as a rubber stamp for the design team. Both the committee and design team discussed this aspect of the design and ultimately agreed on the design. Larger kitchens have the same design and it works as people walk in and go to different areas in the kitchen.

What was the primary feature recommended by LEW which the committee turned down?

That's hard to answer as this work was completed a year ago. Recalling the process, LEW did not dictate details such as type of stove; these were committee decisions. The existing kitchen was a challenge and eventually things clicked into place. LEW is proud of the result. Both the committee and LEW listened to one another and both got what they wanted. There is a large

Closing

The discussion ended with a decision to accept one door to enter the kitchen and to revisit adding windows. Fr Jeff closed with prayer, asking God to bless our efforts and acknowledging that our work is all to the glory of God.

The meeting ended at 1:10 PM. Fr Jeff made a recording of the session.

Notes submitted by Linda Cummings, April 11, 2019

2019 04 16 Betsy's Kitchen points for Vestry meeting

Based on participation in the meeting, the interest level in the kitchen renovation is high. The questions and comments from parishioners showed that many people had taken the time to study the design and get their thoughts together.

An article summarizing the discussion will appear in the May Word, and we will post additional Q and A to the website based on what we heard at the meeting.

The committee understands that the proposed design is a major change in how the kitchen will look and feel, and it will take time for people to get used to the transition.

Most of the questions and comments people expressed at the meeting were concerns about windows and doors that the members of the kitchen committee had worked through with the architect as part of the design process.

- As we move into the next stage of the design process, we will ask the architect to work up options for adding windows.
- We will also ask for details about the proposed fire suppression system and county codes for kitchen capacity that we hope will help alleviate concern about changing the doors.

Most of the comments we heard after the meeting were reassuring. People told us they are generally satisfied with the design and hope we can move ahead quickly. But others signaled that they do not support the project.

I ask the Vestry to keep in mind and prayerfully consider how to address these points:

- The concerns people expressed about windows and doors, and transitioning to a commercial kitchen, could be a way of expressing lack of confidence in our parish's ability to raise the money for this project.
- It is also possible that some people are less committed to the vision of St. Alban's as a place where community needs can be addressed, such as sheltering the homeless, feeding the needy, etc.
- Taking on a project of this scope (in my opinion) will inevitably change relationships and the dynamics within the parish. It is important for the Vestry to be aware of this and to reach out widely to parishioners to make sure everyone feels that their views are heard and respected, even when they are not able to be accommodated. Vestry members have a crucial role to play in communication, reassurance, and encouraging parishioners as we move forward to the feasibility study and the capital campaign.