

**St. Alban's Episcopal Church
Annandale, VA
Vestry Meeting – Tuesday, October 15, 2019**

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

Regrets: Cheryl.

Visitors: Ron Vogel.

Minutes: The Minutes from the September 17, 2019 Vestry Meeting were reviewed. Nancy C. moved that the Vestry approve the Minutes as amended, Rick seconded the motion, followed by unanimous approval by the Vestry.

Treasurer's Report: Sue reported on the September 2019 financials.

Rector's Report: Fr. Jeff provided his report via email. (Attached)

Assistant Rector's Report: Fr. Paul provided his report via email and at the meeting. (Attached)

Deacon's Report: Deacon Theresa provided her report via email. (Attached)

Senior Warden Report: Nancy H. provided her report via email. (Attached)

Junior Warden Report: No report beyond what is on the current agenda.

Since the Music Minister has just assumed his post, there was no report.

Capital Campaign: The advanced stage of Major Gift solicitations is proceeding well. The formal kickoff will be announced October 20. The Kitchen Committee continues to meet and is currently trying to incorporate parishioners' suggested changes where possible and practical. Betsy Anderson is investigating the plumbing solution.

Committee Reports:

Stewardship: Ron Vogel announced that statements regarding the stewardship campaign will be placed in SAM for the next five weeks; the announcement of the start of the campaign on 11/24 will be made at this coming Sunday's services. Bill Calvert has designed and distributed the Stewardship handout. Pledge cards will be distributed on 11/24. The Committee has asked the Vestry to (a) submit a pledge card, (2) bring their pledge cards and submit them to the church at the 11/24 services, and (3) make follow-up calls for selected absent pledges.

Christmas Bazaar: April has updated the flyer and Halloween cards; new road signs have been created. The committee is working with Kevin and the Communications Committee to publicize the event. Debbe Hughes and Debra Becker have agreed to lead the jewelry room, and Ann Gates will co-chair the toy room. The possibility of having pop-up shops before the bazaar will be considered for next year.

Communications: Kevin Holland has been very active (see the new website, as well as creating new/updated tools for publicity that are available to other committees). It was suggested that Vestry Liaisons steer committee heads to Kevin to see what the Communications Committee can do to post schedule upcoming events, as well as outreach in different ways, e.g., email, Facebook, Instagram, Snapchat, etc.

Education/Sunday School: There was good attendance at the first session and singing event. The committee is looking into another curriculum for tweens/teens that they hope to institute mid-Winter. The Acolyte Festival was amazing; the Education Committee is folding this ministry into their mandate.

Stewardship Meeting: The theme for the year is to be 'Wonder in Awe'. The goal will be for a 2% higher pledge than last year.

Property Issues: Rick reported that:

- the resolution to the air-conditioning overall issue is to leave the units in the Parish Hall alone, since the current units are more than adequate to cool the area, and the broken unit in Room 14 has been repaired, and
- the replacement of the shed behind the main building has been delayed until Spring, to allow for a potential repositioning/redesigning the shed in light of the potential build out of the renovated kitchen.

NEW BUSINESS

Fr. Jeff and Nancy asked Margaret to forward previous Vestry Reports (2/19 – current) to Tammy for posting on the website and in the parish hall.

Next Meeting: Sunday, November 17, 2019, 6 PM (the meeting date was moved to eliminate a conflict with Christmas bazaar preparations). Reflection: Rick. Refreshments: Rick and Jim.

Prepared and submitted by Margaret Pendley.

Rector's Vestry Report
October 2019

- Held an informal Sunday morning gathering for parishioners wrestling with grief and loss this summer. I think it was very helpful for those who were able to attend.
- I have asked our Music Search Advisory Committee members to be working on the first "assignment" suggested to us by Dr. Bill Roberts (former VTS music professor). Each member of the committee has been asked to work on their musician "wish list" – those things they would like to see in future music programs here. I've encouraged them to seek out opinions and comments from parishioners not on the committee, so hopefully you will be asked what you would like to see in our music program.
- I've attended countless and innumerable Capital Campaign status and update meetings.
- Attended a kitchen committee meeting to discuss how to best incorporate the suggestions and opinions on the kitchen design that were expressed at our parish-wide meeting last April.
- Attended postulancy interviews for the permanent diaconate at Trinity, Fredericksburg.
- Wednesday night Bible Study on the Book of Job began. It is a good group of about 15 people.
- Attended part of a Worship committee meeting (I had to leave that to attend part of a Capital Campaign meeting).
- Celebrated at a funeral service for Fred Holmes.
- I've done a couple of "asks" for the Capital Campaign and I have about 4 left to do. I'm not sure they really get any easier. I'm grateful for Fr. Paul's company on these.

Associate Rector's Report to the Vestry
October 2019

- **Preached** on Sundays: 9/22 and 10/13; at a burial service on 9/26; and on Tuesday, 10/8.
- **Celebrated** the Eucharist on Sundays (10/6 and 10/13) and Tuesdays (9/24, 10/1 and 10/15.)
- Assisted with the Parish **Weekend at Shrine Mont**, which was (as always) delightful.
- Provided appropriate **pastoral care** as needed.
- Attended weekly clergy group breakfasts on Thursdays.
- Joined a **new clergy group** focusing on Family Systems theory.
- Working on a new **Confirmation program** for 2020 (extending time of spiritual preparation and identifying a new curriculum.) A Bishop will visit on St. Alban's Day, 2020.
- Attended the Sunday School "**Singing Day**" on October 6 – Adam Keiper did wonderfully leading the children in song.
- Continued to organize the **Morning Prayer** services, officiate on Mondays, and edit and collect the daily saint commemorations calendar.
- Recruited a new **Vergers** (Adam Hutson) who will oversee training and wrangling of acolytes, and organize logistics for major liturgies.
- Worked with the Vergers to organize a group to attend the **2019 Acolyte Festival** at the National Cathedral on Saturday, 12 October.
- Met with the **Communications Committee** on Sunday, October 13. I continue to work with Kevin Holland on fine-tuning the new website, contributing blog posts and event calendar updates, and helping to update the St. Alban's Facebook page.
- Worked with Acolyte Coordinator Jane Lesko to update our inventory of **acolyte cassocks**.
- Organized the Youth Ministry **Kickoff Party** on Sunday, September 22 at noon.
- Continued working toward a more "**sustainable**" **Youth Ministry model**, in which parents and lay leaders (youth and adult) take on more responsibility and ownership for activities, meetings and service projects. This year, I've formed a Youth Advisory Committee; I've recruited two new adult lay leaders; and Sandy Trumbull is organizing meal support and RSVPs as "group mom."
- The first Youth Ministry "**youth group**" **meeting** took place on Sunday, October 13. We wrote a mission statement to provide an organizing principle for our gatherings.
- Recruited a Youth Delegate – **Maddy Clune** – to represent South Fairfax Region youth at the 2019 Diocesan Convention in Crystal City in November.
- Attended several **Capital Campaign** meetings in the past month.
- *"Other duties as assigned."*

Deacon's Report to the Vestry
October 2019

- Held a Faith to Faith Discussion with two parishioners to explore ways to begin interfaith dialogue. Connected them with possible resource people to understand what already exists in the community.
- Submitted my September article for The Word.
- Reviewed Sleepy Hollow schedule for the quarter.
- Participated in grief session held after the 10:15 service on 9/22.
- Provided assistance for the Clericus meeting hosted at St. Alban's.
- Served at Fred Holmes' funeral.
- Coordinated liturgies for Shrine Mont weekend, working with lay co-leader and volunteers. Worked with music group and St. Barnabas' lay leader.
- Participated in Shrine Mont weekend.
- Attended Capital Campaign information meeting.
- Attended Community of Deacons' Retreat with Bishop Bob (at Shrine Mont) (10/4-6).
- Served as chaplain/deacon for the Deacons' School training weekend (10/11-13).

Senior Warden Report October 2019

Attending Bible Study for Job every Wednesday

9/19 Kitchen committee

9/20 - Capital Campaign visit with Vestry member

9/22 - Capital Campaign visit with 2 different Vestry members

9/24 - Capital Campaign weekly status meeting

9/27 - 30 - Shrine Mont parish weekend. A wonderful time.

10/1 - Capital Campaign weekly status meeting

10/7 - Capital Campaign visit with parishioner

10/8 - Capital Campaign visit with parishioner

10/8 - Capital Campaign weekly status meeting

10/9 - Capital Campaign visit with parishioner

10/13 - Communications Committee meeting. Will review at Vestry meeting

10/14 - Capital Campaign weekly status meeting