

**St. Alban's Episcopal Church
Annandale, VA
Vestry Meeting via Zoom– November 15, 2022**

Present: Father Jeff Shankles; Deborah Becker; Bill Calvert; Adam Detzner; Alison Dilworth; Bob Ensinger; Kevin Holland; Debbe Hughes; Christine (Chris) Murphy Peck; Kristi Potts, Glen White

Absent: Father Paul Mobley; Christine (Christie) O'Connell; Kenneth Youngert

Visitors: None

Reflection: Bob Ensinger opened with a reflection on the history of adoption since November is adoption month. He thanked the St. Alban's Family for being so welcoming and supportive of all adoptive children in our parish.

Minutes: The Minutes from the September 20, 2022, Vestry Meetings were reviewed.
Motion to approve: Glen White; Second: Kristi Potts. Motion carried.

Rector's Report: Father Jeff submitted his report via email. He officially welcomed Debra Becker to the Vestry.

Associate Rector's Report: Fr. Paul is recovering from the flu so did not send a report.

Junior Warden Report:

Bill's report included updates on several items to include

- 2023 Snow Removal Contract is in place. (We do not pay unless we need the VERY expensive service).
- Proposal received from TruGreen for 2023 lawn service - \$3228.25 for 5 treatments plus Fall seeding and aeration. Same price as 2022. We can save 3% (\$100) if I sign and return by 12/1 with full payment to be invoiced immediately thereafter. He is seeking funding from the budget.
- Replacement leaf blower purchased for about \$650. Old one was taken from the Rectory shed some time this year.
- Church Maintenance that could affect Hypothermia:
 - Power inverter for emergency exit signs (replaced by Becker Electric for \$13,400) is not working correctly. Becker ordered and has committed to install the new parts by Thanksgiving.
 - Heat in the parish hall still not working correctly. Tech bled the system this week. Waiting to see if that worked. Registers are warm, but don't seem to be keeping up with the temperatures.
- Rectory Maintenance:
 - New prefab shed has been purchased (\$3000). Carlos and Harry Baisden will assemble when delivered.
 - New AC drain piping leaked and damaged the ceiling. HVAC contractor (Krafft) has replaced the drain piping and committed to have their sheetrock guy make repairs in November. Fr. Jeff sent pictures for the sheetrock guy but as of today has not heard back.

Of particular concern is that the Rectory is in need of numerous repairs and restorations, including bathrooms, kitchen, windows and structure. Bill reported that he asked Sue Mairena, Treasurer, whether \$100K is available from TOTF funds to support repairs and she affirmed that is the case.

He asked for Vestry approval of the funds. The Vestry members agreed to begin with a home inspection and develop a "punch list" of Rectory items that need to be addressed.

*Motion: Hire a home inspector for the Rectory
Moved Bob Ensinger; Second Chris Peck. Motion carried.*

Choir Director's Report: Adam posed the question about paid support for choir members – professional singers outside the Parish. He will submit a business proposal in coordination with the budget preparation process for the Finance Committee to review.

Strategic Planning Report: Bob Ensinger and Chris Peck presented the charter for the Workgroup. They then indicated they would work with Glen White and Fr. Jeff to finalize a list of Workgroup members. The plan is to have a mix of Vestry and non-Vestry members on the Workgroup. Several Vestry members volunteered to participate.

*Motion: Approve Charter for the Strategic Planning Workgroup.
Moved: Kristi Potts; Second: Kevin Holland. Motion carried.*

Budget Planning: Father Jeff reported this is in progress.

Stewardship Update: Bill reported that pledging is underway, and we will have an in-gathering for pledges on November 20 complete with the return of the "Stew in Stewardship" meal.

Executive Session: Vestry members tabled the discussion of staff compensation until we could receive a copy of the official request for 2023 salaries and bonuses for the staff. The review and vote will take place at either the next Vestry meeting on December 20, or via email if necessary.

Next Vestry Meeting is scheduled for **December 20, 2022.**

Prepared by: Chris Peck, Register