

St. Anne's Parish
Vestry Meeting Minutes
Tuesday, March 13, 2018

Clergy and Vestry Members Present

Rev. Tim Mulder
Linda Adamson
Carrie Dana-Evans
Ginger DeLuca
Katherine Hilton
David Huggins
Cary Lukens
Bill Malicki
Cardie Templeton
Josiah Dykstra
Monica Barry

Vestry and Executive Officers Not Present

Patrick Carlson
Mark Grimes
Jason Houser
Doug McNitt
Tripp Trippitelli

Non-Vestry and Others Present

Thea Chimento, Clerk
Steve Fisher, Treasurer

Members of the Refugee Committee:

Jeanne Malicki
Eleanor Huggins
Bill Silva

Members of the Profile Committee:

Bob Biddle
Mary Greczyn
Paul Pope

- *Opening/ Welcoming of Guests*

Tim opened the meeting at 19:00. Introductions were performed. Katherine Hilton was sworn in as Vestryperson and Registrar.

- *Profile Committee Update*

Bob Biddle introduced the Profile Committee's role in the transition. Bob thanked the Vestry for the selection of the Profile Committee. Noted that the committee is on a very fast schedule with a strict deadline. The committee has a plan for deliverables to be communicated by June. A pilot survey has been developed which was circulated to the Vestry and other members of the parish. A parish -wide survey will be circulated in April; in April and May there will be opportunities for parishioners to come together and provide additional input. The charge has been updated to reflect the new documents and process being used to produce the profile.

Mary Greczyn presented the overview document, which goes through the process for developing the parish profile and details the assumptions that the Profile Committee is working on. The goal is to reach as broad a cross-section of the parish as possible, which informed how the survey was structured. Inclusiveness is a goal, in

language and accessibility. The survey reflects a mix of quantitative and qualitative questions that hopefully elicit the values of the parish. The pilot survey has a targeted distribution in order to get feedback before pushing it parish wide. Anonymity will be preserved, although people can include their names if they wish. Goal is to get surveys back by May 1.

Questions centered around how the Committee will ensure that as many parishioners as possible are reached, including groups that are affiliated with St. Anne's, such as Ginger Cove. A subcommittee is working on specific types of outreach, and there will be a survey developed for the children and youth.

Thanks to the Profile Committee for their hard work.

Cardie Templeton moved that the Vestry accept the Profile Committee Charge as presented; Katherine Hilton seconded, and the motion carried by voice.

➤ *Refugee Committee*

The Refugee Committee has been seeking additional support for the rehousing project and has raised an additional \$1500 in cash, \$6700 in pledges, and \$2500 in additional support for a total of \$25740—an additional \$15000 needs to be raised to meet the worst-case scenario, where the family we sponsor needs extensive parish support. The Committee had a meeting on the 5th which was well attended, and has had additional volunteers step forward. A training session on March 19th will be held at the Parish House, which should brief the Committee on responsibilities of sponsoring a family. Members who have contact with refugees will need to have a background check—cost is \$20 which members will need to cover. A final draft of the lease has been prepared and is under review.

Cardie noted that we may want to publicize the work that we are doing both within and beyond St. Anne's.

Other fundraising activities: the Committee is seeking grants and work from other non-profits, and will be presenting a forum the first Sunday in May which will hopefully generate some interest. There is also some possibility that the church may sell items at the First Sunday Arts Festival to raise money.

When and how will the pledges be collected? Pledges will be deferred until family arrives, at which time they will be called in. The Committee is trying to avoid collecting cash up front which may have to be returned if the church does not end up sponsoring a family.

The Vestry expressed appreciation to the teamwork that helped Amy and Joe get the furniture out of their house.

➤ *Vestry Retreat Review and Goals*

Josiah asked for feedback on the Vestry retreat and goals. Josiah suggested sharing the goals with the parish so they know what our focus is for the parish.

Linda noted that she thought the retreat was especially fruitful in being shaped around *Prophetic Jesus, Prophetic Church*.

Josiah noted that there is already work being done on the community engagement and children's goal.

➤ *Interim Rector's Report*

Tim distributed his report prior to the meeting. Tim expressed his thanks for the welcome he's received at St. Anne's.

Staff have been working hard on a booklet of liturgies for Holy Week. We hope that people will use it as a part of their worship during the work.

Tim noted that the Diocese of Jerusalem has been undergoing great hardship. It is a tradition that the offering on

Good Friday goes to the diocese. Tim would like to revive that tradition.

We will have a parade around the church on Palm Sunday, and on Good Friday we will do the Stations of the Cross through town.

➤ *Search Committee*

Josiah noted that there are several things we can do in parallel with the Profile Committee. The Executive Committee is considering a list of names for the Search Committee, and is taking suggestions on who else should be part of the process. We hope to have a list of the Search Committee complete by next month.

➤ *Parochial Report*

Changes were made to Page 5 of the parochial report.

Cardie moved that the Vestry approve the Parochial report, pages 1-4 as submitted, and page 5 as noted in the parish newsletter. Josiah seconded, and the motion carried by voice.

➤ *Treasurer's Report*

Church

- Pledge giving in February of \$58.8K was \$15.3K favorable to our budget and brought the sum for Jan-February to \$3.3K favorable to budget. Removing the \$99K of prepaid pledges booked in January, the two month YTD pledge giving is about \$10K behind last year. Given the large prepaid pledges, we might expect to be a bit behind last year, so this is within the range of expectations.
- Other giving and income items were leaving total income \$(3,771) unfavorable to budget after two months
- Expenses were favorable \$12.6K for the month, largely due to outreach where I have slowed down grant distributions to maintain flexibility later in the year if income falls behind.
- Bottom line net income for the YTD is favorable to budget by \$8,825

Cemetery

- Cemetery net income for the two months is \$2,054 favorable to budget on the strength of cemetery fees
- We are awaiting an estimate on the cemetery wall although our deductible is \$1,500 so most of this will be our expense

PASA

- PASA net income is \$3,182 favorable through seven months of the school fiscal year
- Staff is pressing to add credit card utilization to the offerings first for special programs and eventually tuition.

Endowment

- St. Anne's is thankful for the bequest from the will of Stephen Hiltabidle in the amount of \$50,464. He and his widow Mary have been long time members of St. Anne's. Dr. Hiltabidle was a Naval Academy surgeon, Anne Arundel Medical Center Chief of Surgery, and Commodore of the Annapolis Yacht Club.
- The Endowment investments tanked in February with results down \$(151.8K), nearly as much as the January gain of \$167.1K.
- Of some consolation during this period of high volatility, the account balance as of March 9 had recovered \$84,600 of the February loss.
- The Endowment account balance on 2/28 was \$4,833,419, not yet including the bequest.

Other

- Have not received payments yet from AT&T for cemetery cell site and security deposit.
- Thanks to Mark Grimes who has agreed to take on the role of Assistant Treasurer
- The 2017 Audit kicks off on March 22 with a meeting of Amanda Ragula, Kirsten, Lori, Mark, and the Treasurer

Dave Huggins moved to appoint Mark Grimes as Assistant Treasurer; Ginger DeLuca seconded, and the motion

carried by voice.

➤ *Junior Warden's Report*

Cardie distributed the report prior to the meeting. There will be some financial requests in April.

Steeple contract: the goal is to have a steeple contract ready for approval at the May meeting. Steve and Jason Houser will be helping to work on the contract. Once the draft contract is finished, negotiations will begin. Construction should be finished before the end of the year, with relatively little impact on the parish.

➤ *Maryland Healthy Working Families Act*

Law approved in the last General Assembly as of February 11th. Employees in companies of at least 15 employees must accrue up to 40 hours of sick and safe leave.

The Personnel Committee is currently working on how to implement this in the parish. Staff will be informed. The Executive Committee will use emergency powers to approve leave, Vestry will approve at the following meeting.

➤ *Announcements/Approval of Minutes/Open Floor*

Cardie moved to waive the reading of the February minutes and approve them as submitted; Monica Barry seconded, and the motion carried by voice.

➤ *Closing*

Cary Lukens led the vestry in prayer, and the meeting adjourned at 20:38.

Respectfully submitted,
Thea Chimento