

Christ Episcopal Church
Vestry Minutes
August 22, 2006
Minutes

In Attendance:

Clergy: John S. McDuffie, Rector

Vestry members: Bob McCartin, Senior Warden; Louise Wager, Junior Warden; Christie Carrico, Margaret Cervarich, David Esmond, Jane Follit, Donna Gentry, David Giulieri, Michael Hinds, Stephen Pirozzi

Father McDuffie convened the meeting at 7:37 pm. Donna Gentry gave an opening prayer.

MINUTES OF JUNE 20

It was moved and seconded (Follit, Hinds) to approve the minutes of June 20 as corrected. Passed unanimously.

RECTOR'S REPORT

Fr. McDuffie discussed the ongoing search for an Assistant Rector. He has discussed the search issues with the Diocesan deployment office and has looked within the Diocese to no avail. None of the individuals to whom he has spoken fit the paradigm of serving as both Assistant Rector and Youth Minister. He has talked with an interested individual, who is currently living in Pennsylvania. He passed around her credentials which are stellar. She visited the Church on August 6 and met with staff who were all very impressed. However while she has extensive experience in both adult formation and Christian education, she is not interested in serving as the hands-on type of youth minister for which we have been searching. He has discussed possible sharing of duties with Michele Craig, and she has indicated that she is feeling able to handle both Christian education and youth ministry for another year. Given the candidate's credentials, it was decided to pursue her further, and invite her for another visit and to meet with members of the Vestry. The Vestry also discussed the cost of such an individual and whether Christ Church could afford this if Michele continued to work her previous schedule. Bob McCartin agreed to put together a financial plan for funding the position for the next three years.

It was moved and seconded (McCartin/Gentry) to reaffirm the vote of the Vestry at its April 25 meeting to use up to \$40,000 from the 2006 interest on the endowment to fund the startup salary for the new assistant rector. Passed unanimously.

CES NEWS

Bob McCartin reported that the school is currently at an enrollment of 237 compared to their budgeted goal of 238. The school is, therefore, likely to meet budget this year and will not need a loan from the Church.

CES SCHOLARSHIP TASKFORCE

David Giulieri reported that the taskforce had met and worked out most of the details of the scholarship. The scholarship will be for \$5000 for a kindergarten student from and Christ Church family, awarded based on the needs criteria used the CES for other scholarships. The task force estimates that there are about 25 parish families in the target area. The next step is to decide what qualifies and to build the guidelines into the application since the scholarship is renewable. The Vestry discussed such qualifiers as the family remaining a pledging unit of the Church, or requiring that the family be otherwise active in the activities of the Church. The Vestry also discussed naming the scholarship after someone such as Donna Diamond or Elwyn Brown, not only to honor their service but as a possible draw for future contributions. The task force will continue to work on the application and will have a rough draft for the next meeting.

Dave Giulieri also informed the Vestry that the recently passed tax law allows anyone 70.5 years and older to take up to \$100,000 from an IRA and donate it to charity tax-free. IRA holders must begin distributions at age 70.5 and the money they withdraw is normally taxable. This opportunity expires 12/31/2007.

It was moved and seconded (McCartin, Giulieri) to reaffirm the vote of the Vestry at its June 20, 2006, meeting to use \$5000 of the 2006 interest on the endowment to create a CES scholarship for a CEC family. Passed unanimously.

CAPITAL CAMPAIGN

Bob McCartin reported that a meeting with representatives from the school on the next projects to be funded from the Capital Campaign had gone very well, with general agreement on the next three projects.

1. Renovation of dining room and adjacent bathrooms (with an assessment of cost to renovate all bathrooms).
2. Analysis of the sound system in the Church
3. Implementation of recommendations of sound system analysis.

The school would like to use some campaign money to renovate the third and fourth floors of the Jefferson Building, but this would not happen before September 2007.

Bob McCartin has contacted the architect to begin the dining room renovation process. He will meet with the stakeholders in both the church (Hincke, McCartin, Craig, Hubbard) and school, and begin the permitting process with the goal of starting work when school lets out in the summer of 2007.

U.S. CONGREGATIONAL LIFE SURVEY

Fr. McDuffie reported that the findings specific for the Episcopal church were not available yet. He recommended putting together a small group to sift through the material provided from the survey and to present a report of the findings to the Congregation.

FUTHER USES OF THE ENDOWMENT INTEREST

This discussion was tabled for the next Vestry meeting when there could be a better analysis of the amount of interest and how it had been spent in 2005 and 2006. Christie Carrico will go through past minutes and Bob McCartin will contact Charles Griffiths who had this data at one time.

COMMITTEES

Stewardship – Margaret Cervarich outlined the plans for the fall. There will be a Time and Talent celebration of the ministries on September 17 during the Adult Forum. This will take the place of the Ministries Fair. The committee has tabulated the Time and Talent Surveys, and Maura Kenerson is currently in the process of contacting the ministry and committee heads with names of interested people. Margaret Cervarich said she would send the results of the survey to the Vestry members. The Fall stewardship financial campaign will kick off on October 1, and Ingathering Sunday will be November 5. The theme for this year's campaign is An Outpouring of the Spirit.

Adult Formation – Donna Gentry reminded the Vestry that on September 8-9, there will be a vigil in the Church for the new school and Church year. People are needed for the midnight to 8:00 am time frame. She reported that the committee has put together the adult forum programs for the upcoming six months. She will give that list to Christie Carrico for posting on the web.

Outreach – Michael Hinds reported that the Community Ministries of Rockville solicitation letter would go out in October. The Vestry requested, on behalf of the Stewardship Committee, that the CMR letter be delayed until November, after Ingathering Sunday.

Property – In Paul Beck's absence, Bob McCartin reported that Paul Beck had done a great job in managing all the various tasks that needed to be done over the summer. The Murdock Room painting is completed. The old music room has been gutted, painted, and carpet tiles put on the floor. It will be subdivided to provide some storage and will be used as a science room by the school and

for CEC Sunday School grades 4-6. The paving of the parking lot was ongoing even as the Vestry met.

Fellowship – Fr. McDuffie reported that there would be a potluck picnic on Sunday September 10 following the last 10 am service of the summer. The supper club is scheduled to meet on Saturday September 9 at the Scanlons.

Welcoming and Communications – Jane Follit reported that the pictorial directory process was ongoing although she has had some difficulty in communicating with the picture company. Picture taking is currently scheduled for mid-October, although this needs to be moved back by a couple of weeks since she would like to use the picnic to kick off the directory signup process. She outlined the content of the directory as well as the incentives package provided by the photographer. Christie Carrico reported that the bulletin boards in the dining room would be refurbished this week for all the committees and requested the committee liaisons to let their respective committees know that we would like the boards updated for the September 10 Welcome Back event. Bob McCartin requested that there be a web page devoted to the Vestry and that there be a link to that page from the home page. The Vestry agreed.

Memorials – The furniture for the Parish House has been ordered.

FINANCE

Dave Esmond handed out the financial report. He noted that the Church is \$11,000 over budget for the year, but Bob McCartin noted that we are due approximately that amount in credits from the school. The current month's budget was \$47,000 in the red.

Louise Wager reported that the auditor would be coming in this week to complete the field work for the audit.

Bob McCartin said that he would ask Ron West for a monthly statement of receipts and expenditures for the Capital Campaign so that the Vestry would have some indication of its progress.

OLD BUSINESS

A discussion of replacing the copier was tabled until next meeting. Steve Pirozzi and Christie Carrico are reviewing the quotes.

Tad Cavuoti would like to make a presentation to the Vestry regarding the library ladder for the music room so discussion of this topic was tabled.

Fr. McDuffie received a call from the Lilly Foundation Program Director who indicated that she liked his application but suggested that he reduce his proposed travel. He made adjustments to the application and resubmitted it. Notification of the outcome of the application will come in October.

The next meeting is scheduled for Tuesday, September 26.

The meeting adjourned at 9:50 pm