

Vestry Minutes October 2025

Christ Episcopal Parish

7:00 pm

Parish House

October 28, 2025

Meeting Minutes

Attending:

Father Tim Carr, Rector

Anne Scott, Senior Warden

Jay Renner, Junior Warden

Jeff Grimes, Treasurer

Bill Hickman, Clerk

Jamie Alvarado-Taylor

Jacqueline Aris

Emily Correll

Jeff Lin

Mohit Mathew

Joe Richardson

Tiffany Violante, CES Board Chair

Jason Seta, Seminarian

The meeting started at 7:05 with two prayers – one for the people of Jamaica and other Caribbean islands in the face of Hurricane Melissa, and the other for the welfare of the parish. Then Father Tim offered a thanksgiving for the following 12 new families who have joined Christ Episcopal Church:

O Richard Cho & Ivy Ziedrich (child due November 24<sup>th</sup>)

O Diane Garoni  
O Marissa Affleje  
O Jenny Oh  
O Talata Sawadago-Lewis  
O Gerald Heng  
O Dana Richardson & Alexander Hartson  
O Steven & Kristin Hart and their children Leila & Nigel  
O Steve Ryan  
O Joel Masselink  
O Betsy Suprenant  
O Benjamin & Patricia Marks and their sons Cyrus & Alexnder

#### Vote to Adopt Agenda

- a. There was a motion to adopt. The motion was seconded.
- b. The agenda was adopted unanimously.

#### Approval of the September Minutes

- a. There was a motion to approve. The motion was seconded.
- b. The September minutes were approved unanimously.

#### Review of the September Financials (Jeff Grimes)

- a. September pledge revenue was at 69% of budget.
- b. Total September revenue was at 85% of budget.
- c. Year-to-date total revenue was at 114% of budget.
- d. September maintenance costs were at 152% of budget.
- e. Net income for September was a \$7,500 loss.
- f. But year-to-date net income is a positive \$92,800.
- g. On the balance sheet, the endowment value has basically been flat year to year.
- h. Cash is over \$1.2 million.
- i. The balance sheet is in good shape.

#### Approval of the September Financials

- a. There was a motion to approve. The motion was seconded.
- b. The September financials were approved unanimously.

## 2026 Budget Planning Process (Jeff Grimes)

- a. A proposed 2026 budget was presented for the vestry's further thought and consideration.
- b. The proposed budget calls for an eight percent increase in pledge revenue.
- c. Recognizing that we are a growing church, we have both increasing needs to cover expenses and hopefully an increasing body of contributors.
- d. Jeff Grimes will be holding sessions with vestry members regarding the proposed budget on Nov. 2 at 2 pm and Nov. 4 at 7:30 pm via Zoom to answer questions any may have.

## Head of School Report (Tiffany Violante)

- a. Fr. Tim mentioned that we raised almost \$20K for the school at last Sunday's service.
- b. As a followup to the recommendations of the pre-school task force report, the Brightwheel software child care management program has been implemented.
- c. The school is in the process of enhancing integration of pre-school families into the broader school and parish array of activities.
- d. There will be an adjustment to the tuition structure for pre-school children. There are also plans to extend the hours of pre-school from the current 3:30 pm to 5 pm. Also there is a plan to freeze tuition for a year.
- e. After these changes have been made, there will be a reassessment in a year to evaluate whether further changes are needed.
- f. The school's Premium Niche subscription lets the school know where clicks are coming from and how well marketing efforts are doing.
- g. On an overall basis, enrollment in the school is looking good.
- h. Pre-school and Sixth Grade are receiving the bulk of the enrollment inquiries.
- i. Third Grade is now our marketing target.
- j. On the expense side of the school's ledger, we're anticipating a big increase in health insurance premiums.

## Property Report (Jay Renner)

- a. New lights have been installed in the fixtures behind the Murdock Room.
- b. The water heater will need to be replaced.
- c. There is now a new freezer in the kitchen.
- d. We need a replacement ice machine.
- e. We will be refinishing the doors on North Washington Street.
- f. We will be fixing the handrails leading to the altar in the church.
- g. We will be reducing the size of the choir pews to comply with a Fire Marshall directive.

Creation Care and Environment Committee (Joe Richardson)

- a. 120 trees are due to come onto our property.
- b. Joe Richardson is trying to inventory which plants are native and which are not.
- c. He is still working on the Solar program.
- d. On November 4, the committee will meet with Interfaith Power and Light to review the results of EDOW's Energy Benchmarking study which compared our church with other churches in the region and highlighted areas where CEC could seek building-specific energy upgrades.

Curate Update

- a. Fr. Tim needs to speak with the bishop of the leading candidate for the curate's position.
- b. There also needs to be a security clearance for the individual.
- c. Then there will be a Letter of Agreement, and an approval process through the Episcopal Diocese of Washington.

The Chair of the Parish Children's Program Task Force

- a. As of the timing of the vestry meeting, one had not yet been identified.
- b. Fr. Tim was in hopes that one could be named soon.

The Memorial Brick Campaign – October 5 to 26

- a. We need a minimum of ten bricks sold to be able to place an order.
- b. Thus far, six bricks have been sold.

The St. Francis Festival

- a. We now have five pet adoptions that were generated from that celebration.

Breast Cancer Awareness

- a. Fr. Tim asked Jeff Grimes to send him the dollar total of plate collections tallied as gifts to the breast cancer research and support cause on Sunday, October 19.

Celebration of the School on October 26

- a. Praise for the performance of the children who represented the school at the service.
- b. The plate collections on behalf of the school amounted to \$19.6K.

Veterans Day Celebration on November 9

- a. Bill Hickman reported that it does not appear that the Rockville American Legion Post will be responsive to our invitation to attend.
- b. Members of our parish who are veterans will be asked to stand at one point during the service.

Reception and Confirmation at Washington National Cathedral on November 15

- a. There will be 17 people from Christ Episcopal Church being confirmed.

Thanksgiving Day on November 27

- a. Mass will be at 10 am.

Christmas Eve and Christmas Day

- a. Christmas Eve services at 4 pm, 7 pm, and 10 pm
- b. Christmas Day service at 10 am.
- c. The 7 pm Christmas Eve service is a new one this year.

The Saturday Luncheon Social

- a. This is a new program mutually devised by Fr. Tim and Monique Ashton, Rockville's Mayor, to address the growing need for help with food supplies and other necessities within our city as people have faced job losses and other crises. It also recognizes the dangers of social isolation.
- b. The luncheon social will take place each Saturday from 1 pm to 2:30 in the dining area of our church.
- c. The teams that will be providing the food and other supplies (e.g. clothing) will meet at 10 a.m. to get started each Saturday.
- d. So that staffing this function is not a huge burden on one group of people, there will be a broad swath of participation. It will include people from a number of city departments, from the vestry, and from the broader CEC parish community. For example, the vestry might be in charge one Saturday. The Police Department might be in charge a different Saturday. Some other City Department might be in charge on a third Saturday. It will all be coordinated and planned out for a 52-week period.

The Vestry Nominating Committee

- a. In anticipation that there will be two vacancies on the vestry to be filled when the next annual meeting takes place, a nominating committee has been established.
- b. The two members of the nominating committee are Jay Renner and Emily Correll.

Closing of Church Office in December

- a. The church office will close at 1 pm on December 26.
- b. The church office will reopen at 8:30 am on January 2.

Next Vestry Meeting is November 25 at 7 pm in the Parish House

The meeting ended with a closing prayer and adjournment at 8:44 p.m.

Respectfully submitted,

Bill Hickman

Clerk

**Minutes approved unanimously at vestry meeting on November 25, 2025.**

**Bill Hickman, Clerk**