

Vestry Minutes

29 November 2022 7:00-9:15 pm in the Murdock Room

Present: Father Tim Carr (Rector), Emily Pearce (Senior Warden), Matthew Salter (Junior Warden), Bryant Trost (Clerk), Victor Ban, Peter McCabe, Jeremy Snider, Emily Correll, Moss Kendrix, Rose Buck (via zoom)

The meeting commenced at 7:00 pm. Opening blessings were provided.

Moss provided an update regarding the Greeters Ministry; a schedule for greeters has been established and willing parishioners have been identified to provide coverage when a scheduled greeter is unavailable.

Minutes of the October 2022 meeting were discussed; there was a motion to approve the minutes with modifications which was seconded and passed.

Parish Inventory.

Peter McCabe led a discussion regarding inventorying parish property. The parish does not have a comprehensive property inventory; this is necessary for insurance in case of loss, theft or fire. Discussion indicated that in developing the inventory:

- determinations need to be made regarding the specifics of which items to include in the inventory and how to describe them; this will determine the level of specificity in describing an item, using the estimated value may be an effective method of making this determination,
- Peter needs assistance developing a spreadsheet to inventory items by location within the church,
- assistance will be needed in conducting the inventory,
- some items may require appraisal.
- Conducting the inventory is an opportunity for engagement with the Parish and CEC community.

Treasurer's Report.

Treasurer's report was reviewed by participants prior to the meeting. A motion was made, seconded and passed to approve the Treasurer's report.

Scouts BSA.

CEC has been approached about becoming a charter organization for a Scouts BSA Troop and Pack. The vestry had a privileged and confidential conversation with retained pro bono council. Issue identified for further investigation are largely surrounding insurance coverage. Victor will continue to liaise with council and the scouting organizations.

School Report.

- The Head of School report was reviewed by participants prior to the meeting. A motion was made, seconded and passed to approve the Head of School report.

Stewardship.

We have achieved 67% of our pledge goal for 2023. The Stewardship Committee will meet to determine a strategy to conclude our stewardship season. Father Tim offered to personally engage with parishioners as appropriate in support of the Committee strategy.

Rector-led Discussion.

- Father Tim would like to investigate the possibility of designating the parking spaces across Washington Street from the Chapel as handicapped and making the curb/sidewalk there accessible. Matthew Salter will support this effort.
- We need to change the check signer for the Clergy Discretionary Fund to Father Timothy Carr; a motion was made, seconded, and passed by the vestry to make this change.
- Father Tim would like to start holding a child/family service in the chapel from 9-9:30 on Sundays.
- Father Tim will begin a communion course with the school, a similar course may be offered to the congregation in the future.
- A committee has been established to begin the search for a music director. Parishioner input to the search process will be solicited in the weekly newsletter.
- Father Tim emphasized to the vestry that the vestry is not the CEC complaint department, and that if any parishioners approach us with complaints, we are welcome to help that parishioner engage directly with him.

Senior Warden.

- The CEC/CES shared use agreement is nearing completion, the draft agreement is with the Head of School for review prior to final discussion.
- The Clergy Discretionary Fund audit is complete, there is one expenditure for \$2000 which is not recognized and may be fraudulent. Our accountant is working to resolve.
- There are a number of names which CEC has historically used over our nearly 300-year history, in an effort to simplify legal documents, Peter McCabe has researched how to change our legal name to Christ Episcopal Church. Because of complications involving the State of Maryland Vestry Act and Episcopal Diocese of Washington, this may not be feasible in the near-term. A list of names and appropriate uses will be furnished to the vestry and ministry leadership in order to clarify.

Junior Warden.

- Matthew is coordinating removal of asbestos from the basement of the Parish House. We have received one estimate for \$8750, but will seek at least one more bid prior to contracting for removal. The contractor who provided the estimate stated that the work can be safely accomplished without interrupting parish operations.
- Matthew is investigating options for remediating lead paint in Hillstrom House; lead paint remediation is required to bring the house up to code for inhabitation as a residence, it can safely be used as a location for church business now.

Search Chair.

- Bryant recommended that the Rector's housing allowance for 2023 be set at \$3726.00; this is based on Father Tim's experience and scope of responsibility when compared with military housing allowances of personnel with similar qualifications. It was moved, seconded and approved that Father Tim's housing allowance be \$3726.00 for 2023, and that it will be revisited and possibly revised annually.

A closing blessing was given, there will not be a December meeting.