

Christ Episcopal Church  
Minutes of Vestry Meeting

**March 28, 2017**

Opening Devotion & Prayer

Clergy: The Rev. John McDuffie, Rector; Assistant Rector, the Rev. Cindy Simpson; Vestry members: Christie Carrico, Senior Warden; Mary Barnstead, Wayne Cross, Peggy Gilliam, Steve McNeil, Tristan Poje, Katherine Schexneider, George Wolohojian and Mark Wright. Present for part of the meeting was Steve Siegel, from Ward, Dreshman & Reinhardt, Inc., the consulting firm for the capital campaign feasibility study.

Father McDuffie convened the meeting at 7:05PM, then offered opening prayers.

Church & School Capital Campaign Feasibility Study Process- Presentation by Steve Siegel

The Rector welcomed Steve Siegel to present the Capital Campaign for the school and church. Steve said that when churches and schools are looking to make money for capital improvements, it is important to “pre-sell” the concept. It is important to do face-to-face presentations, he said, to get appropriate and complete feedback. Steve reviewed the presentation on the plan for renovations to the school and the church. The main goal for end result will be to build a new three-story school building in Foley Park; of note, there would be plenty of room at the front of the building for a large garden in memory of Linda Foley. The new building and renovations in the existing (church) school building would cost \$4.15 million. Some of the renovations will be to the church/shared space, including: updating the Murdock Room; a new floor for the Nave; renovation at the back of the main church, including removing some non-load bearing walls to open the Narthex. These renovations would total around \$350-\$400,000. The total campaign goal is \$4,510,000.

Steve said that during capital campaigns, churches tend to raise four to five times the parish’s annual giving. Metrics for fund raising campaigns for schools, he noted, are “not quite as clean”. Christ Episcopal School has many people and families who are associated with the school (alumni, parents, grandparents, etc.) who do not have a connection with Christ Church. The fund raising for the purchase of the Jefferson Building brought in about \$1M in 2004. For this campaign study, there is no commitment; the feasibility study is only to solicit feedback from parish on the proposed campaign, so a decision can be made on whether to proceed or not.

Father John noted the during the 2004 capital campaign, the parish was in a state of conflict; today we are in a much better place. Tristan commented it may be harder to sell the school renovation to church members, as so much less will be done for the church in this campaign. Bathrooms in the school space (in the church building) will be renovated, but not in the church space. Also, the plan includes installation of an elevator. It was noted that the school is a shared ministry between church and school. Even though the last campaign did not clear the goal, the

parish did get the larger nursery, the music room, and the renovation downstairs as a result of the fundraising.

### Review and Approval of the Minutes of January 24 & February 28 meetings

There was a motion to approve the January 2017 minutes as read. The motion was seconded and passed.

There was a motion to approve the February 2017 minutes as read. The motion was seconded and passed.

### Financial Report – Steve McNeil

Steve McNeil presented the February financial report, first reporting a surplus of \$3000 for the month of February. For the first two months of the year, the balance is down by \$34,000, partly because of the change to the accounting process. Spending for first two months is lower year over year, again partly due to the change to the accounting process.

There is a shortfall in receipts. Of note, columbarium sales have increased. Also to note, the “two inch snowstorm” cost \$1400.

The Korean Ministry line item has been removed from the balance sheet. The Endowment fund made \$56,000 in the last month. If market stays flat for the rest of year, the maximum can be realized for the year from Endowment. The SWAP for the Jefferson Building is currently \$560,000.

### Update on Vestry Decisions on the 2017 Music Budget—Impact on the Music Program

Fr John reported that he and Christie met with Tad again to discuss the changes in the budget for the music program. The shortfall of the budget has resulted in a lowering of available funding for some music programs. Peggy presented the concern of how to preserve the quality of the music program, given the budget cuts. As the Choral scholars have been told their funding has been reduced, and are hurt. Peggy said the choir knows cuts have been proposed. She said the choir needs to meet after Easter, and should have enough information to determine how to keep the quality music program.

### Committee Reports

Property – Wayne reported on current projects, on behalf of Janice:

- Wayne reported there is an ongoing issue with water in the bell tower. The tower may need to be repainted every 5 years.
- Parish cleanup day for the church has been rescheduled for April 28<sup>th</sup>.

- There is a tree out front where the sidewalk has been raised by the roots; the sidewalk has now been patched where it was raised. An arborist has made suggestions for stopping roots from raising the pavers up again.
- Because of stones which are no longer level, the wheelchair ramp entrance to the church is not ADA compliant and needs to be resolved.
- A second vote is needed on the repairs to the window, so the work can be scheduled (the initial deposit of \$7334 is needed for the down payment)
- A second vote is needed on the installation of the lightning rod; this work could be done during the first or second week of April.

St Francis Flock – Father John reported the animal fair will be held later this spring.

Pastoral Care – No report

Outreach – Katherine reported for Outreach, saying the committee is exploring partnering with St Luke's Bethesda, for Stop Hunger Now (now known as Rise Against Hunger). Additionally, the committee reduced their budget by eliminating the payment to Loaves & Fishes.

Communications – No report

Fellowship – No report

Adult Christian Formation – No report

Welcoming – No report

Environmental Stewardship – Mark reported for Janice:

- Janice is requesting to honor, at the annual meeting, Jeffrey Lin and members of the environmental stewardship committee for their efforts.
- All landscaping to be done round church will be completed by May 1.
- The grant request for the energy project is currently in progress; no word has been received yet.
- Mark reported the committee is discussing a parish work day in the fall. Part of what would happen would be to caulk and weatherstrip parts of the church building.
- The committee has a new member, Melissa Scales, who will be conveying environmental info to the parish.

Stewardship – No report

Nominating – Father John reported on behalf of Janice, saying there is a slate of nominations for the upcoming annual meeting: Wayne Cross (Junior Warden), George Wolohojian (one year unexpired Vestry term), Geoff Fuller, Adebayo Lanionu, and Delia McCormick (three year Vestry terms).

Old Business:

Second votes on spending:

- There was a motion to spend \$22,000 from Endowment on the repairs to windows. Following several seconds to the motion, the motion passed.
- There was a motion to spend \$6100 for the installation of the lightning rod for the bell tower, to be paid for out of the Endowment fund. The motion was seconded and passed.

New Business:

- none

Date of Next Meeting: **April 25, 2017**

Prayer and Adjournment

The closing prayer was offered by Christie Carrico, and the meeting was adjourned at 9:56 p.m.

Respectfully submitted,

Dotty Reitwiesner