

Christ Episcopal Church  
Minutes of Vestry Meeting

**June 27, 2017**

Opening Devotion & Prayer

In attendance were The Rev. John McDuffie, Rector; the Rev. Cindy Simpson, Assistant Rector; and Vestry members: Christie Carrico, Senior Warden; Wayne Cross, Junior Warden; Mary Barnstead, Geoff Fuller, Peggy Gilliam, Adebayo Lanionu, Steve McNeil, and George Wolohojian.

Father McDuffie convened the meeting at 7:11 PM, then offered opening prayers.

Review and Approval of the Minutes of May 23<sup>rd</sup> meeting

There was a motion to approve the May 2017 minutes as amended. The motion was seconded and passed.

CES Update

Christie Carrico reported that nine students graduated from Christ Episcopal School on June 9th, seven males and two females. The church was almost full with families & friends for the occasion; Cindy did a marvelous job coordinating the graduation.

Financial Report – Steve McNeil

Steve McNeil presented the May financial report, first reporting that the deficit has not gotten worse during May. Pledge receipts did increase; year to date receipts are down 6% (they were down 7% previously). There is, however, still a fairly significant decline in pledge receipts.

Of note, the Korean ministry group missed their rent payment in May, but they have now caught up. Overall, without the costs for the capital campaign, operating expenses are down for the month of May. The last payment has been made for the choral leaders, totaling \$20,200. We will pay for choral scholars in fall, making the music ministry line item still over budget.

On the balance sheet, Steve reported that all but \$5000 from the Endowment Fund from last year has now been budgeted. We are currently paying operating expenses by using the endowment funds and the money received in advance for the capital campaign. Income for Endowment for this year is still over budget. Finally, Steve reported there is no good news on the mortgage swap on the Jefferson Building.

Update on the Capital Campaign Feasibility Study

George Wolohojian reported on the capital campaign, first saying that the brochure is constantly being updated as the silent phase continues. He said the brochure includes an artist rendering of what the school building might look like.

There are 15 members of the Steering Committee Ask team for this early phase (the quiet “ask” for contributions). A group of 100 possible contributors (families/individuals) were identified, and about 40 have been approached about the campaign. Once this group has been approached and asked, there will be a break for about two weeks, and then the public push for the full campaign will begin.

The capital campaign leadership team is asking that all parish and school leadership be involved and contribute to the campaign. This campaign is all about sharing the story of the church and school, 50 years of the school and looking forward for another 50 years.

Christie said she had a difficult experience with one person she met with, but overall she said it has been really nice having this opportunity to get to know members of the parish. George said he will hopefully have information by the next Vestry meeting on how the “quiet phase” has gone. Then will come training for the “askers” for the public phase, and then pledges will be sought. George added that the average “ask” meeting is about 45 minutes. Cindy said she had one that lasted 1½ hours; Christie had one “ask” that lasted three hours but most are significantly shorter.

## Committee Reports

Property – Wayne Cross reported on property:

- Some work is scheduled for the Jefferson Building, in mid-July
  - Dental Trim - \$23,000 estimate (realtor has suggested waiting to do this work)
  - For the remaining work to be done on Jeff. Bldg., \$37,468 will be balance due.
- The motion was made to fund the remaining work on the Jefferson Building windows & trim, with \$35,000 to be funded from Endowment, updated to \$37,468. The motion was seconded and passed.
- Wayne reported that the new remote control access system for the boiler was written in Java, and has been updated to HTML; we currently have only the Java format for our remote access. We will need to have a better versioning system, and will need an upgrade from java format to html, but that upgrade will cost about \$2500. For now, we can “cripple along”.
- Work on the stained glass windows has tentatively been scheduled for September.
- Other maintenance/property related work included:
  - Painting and plastering of worship area, at a cost of \$655, will happen in the next week or so.
  - The fence near the garbage cans behind the church and school will be repaired in the coming weeks.
  - In the Hilstrom house, raccoon prevention steps are being taken.
  - Geoff Fuller reported on a red maple tree in front of the Parish House, where the roots are raising the flagstone pavers. Following receipt of two estimates

for trimming the roots and treating the tree, Geoff recommended accepting the bid from Maldonado for \$1325 (prune roots and prune the crown of the tree). He noted the tree is still at risk with any treatment performed.

St Francis Flock – No report.

Pastoral Care – No report

Outreach – No report

Communications – No report

Fellowship – No report

Adult Christian Formation – No report

Welcoming – Cindy reported that Dotty Reitwiesner and Jack Gregory had served on the Welcoming committee from its beginning (9 years), and are now stepping down.

Environmental Stewardship – Father John reported that Delia McCormick has concluded she cannot be the Vestry representative for this committee. Geoff will take over the annual energy audit from Mark Wright.

Stewardship – no report

#### Old Business:

- 2<sup>nd</sup> votes:
- Motion was made to approve \$35,000 for additional Jefferson Building renovations, with the money coming from Endowment.
- The motion was made to allocate \$4000 from the Endowment fund for the CES scholarship. The motion was seconded, and passed.

#### New Business:

- The Korean Ministry will be moving to Fairfax VA. Father Han (who headed the Fairfax congregation) retired earlier this year; Father Choi has been invited to move over to Virginia. Our Korean congregation just had their fifth anniversary celebration; Father Choi has said he and his family would like to stay in the house here for another year, as there is a boy in the house attending school in Rockville.

Date of Next Meeting: There was discussion on the date of next meeting, as Fr John cannot attend on a meeting on the 4<sup>th</sup> Tuesday (July 25). The July meeting was tentatively scheduled for July 18<sup>th</sup>.

#### Prayer and Adjournment

The closing prayer was offered by Christie Carrico, and the meeting was adjourned at 8:32 p.m.

Respectfully submitted,

Dotty Reitwiesner