

St. Alban's Episcopal Church
Minutes of Vestry Meeting (AS APPROVED)
Wednesday, August 16, 2017 – 6:30 pm

Vestry Officers Present: The Rev'd Geoffrey Hoare (Priest-in-Charge), Laura Ingersoll (Senior Warden), Rich Turner (Junior Warden); Hollis McLaughlin (Treasurer); Heather Sondel (Secretary).

Vestry Members Present: Michele Bond, Julie Clements Smith, Emily DiBari, Andrea Fraser-Reid, Kristie Hassett, Tomás Montgomery, Donna Palmer, Ken Patterson, Jane Schubert.

Staff: The Rev'd Debbie Kirk; Doug Dykstra (Director of Finance); Arrien Davison (Program Assistant).

Others Present: Ted Swett (Diocesan Delegate); Susan Morris (WSA Representative); Tom Jansen, Barbara Manard (parishioners).

Call-to-Order: The meeting of the Vestry was called to order at 6:30 pm by the Rev'd Geoffrey Hoare, who offered an opening prayer.

Introduction of Arrien Davison: Geoffrey Hoare introduced Arrien Davison, our new half-time Program Assistant, who spends her other half-time at Epiphany. Arrien has a master's degree in communications and is particularly skilled at social media communications. Her immediate responsibility is to update the parish membership records, following up on the recent canvass in which people on the parish rolls were contacted by volunteers (including Vestry members). The Vestry enthusiastically welcomed Arrien and expressed thanks for her work.

Reflection on Vestry Service: At Geoffrey's invitation, Andrea Fraser-Reid – who is resigning from the Vestry in anticipation of relocating to Raleigh-Durham (NC) to be closer to her parents – gave a moving reflection on her Vestry service. She noted that she has been at St. Alban's for 26 years, and served a previous term on the Vestry, and has seen many transitions, but her overriding sense of St. Alban's is a deep optimism for the community. Although moving away for the time being, Andrea will continue to regard St. Alban's as her home. The Vestry expressed gratitude and appreciation to Andrea, and presented her with a gift.

Treasurer's Report: As both Treasurer Hollis McLoughlin and Director of Finance Doug Dykstra have been away recently, there was no Treasurer's Report.

Approval of Minutes of July Vestry Meeting: Upon motion, seconded, and following opportunity for discussion, the Vestry members present approved, with one abstention, the minutes of the July 19, 2017 Vestry meeting. [VESTRY ACTION 2017-08.01].

Rector's Report: Geoffrey Hoare presented a written report (Attachment A), setting forth his plans for Vestry and Staff leadership responsibilities – and assignments – for program oversight and stewardship, and he and the Vestry discussed this in greater detail. Tomás Montgomery asked for clarification of the notion of “leadership development” that had been raised by Hoare, and there was discussion of ideas and models for developing a wider base of lay leaders from within the St. Alban’s parish community. Hoare noted that Parish Administrator Charles Porter, and Garden Guild leader Lucy Fraser (who also serves on the Property Committee and will become a Vestry member at the conclusion of the night’s meeting) are developing relationships with the staff of the Cathedral, especially on buildings and grounds matters.

On behalf of the Executive Committee, the Senior Warden moved a set of re-appointments and new appointments to the Vestry Standing committees for the 2017-2018 Vestry term, as follows:

The Vestry appoints the following to serve as non-permanent members of the Executive Committee: Hollis McLaughlin, Treasurer; and Ken Patterson, Chair of the Standing Committee on Governance and Vestry Member.

The Vestry appoints the following to serve as members of the Finance Committee: Hollis McLaughlin, Treasurer (chair); Donna Palmer, Vestry Member; Julie Clements Smith, Vestry Member; Ashley Bianchi, parishioner; Bill Edgar, parishioner; Curt Large, parishioner; Dudley Winthrop, parishioner, Doug Dykstra, Director of Finance (staff), and Geoffrey Hoare (*ex officio*).

The Vestry appoints the following members to serve as members of the Standing Committee on Governance: Ken Patterson (chair); Jane Schubert, Vestry Member; Hollis McLoughlin, Treasurer; Bob Pinkard, parishioner; Mary Kostel, Chancellor (*ex officio*); and Geoffrey Hoare (*ex officio*).

The Vestry appoints the following to serve as members of the Property Committee for the 2017-2018 Vestry term: Rich Turner, Junior Warden (chair); Lucy Fraser, Vestry Member; Adrienne Allison, Vestry Member; Ann Nix, parishioner; Bob Witten, parishioner; Charles Porter, Parish Administrator (staff), and Geoffrey Hoare (*ex officio*).

All Vestry members present voted in favor. [VESTRY ACTION 2017-08.02].

It was noted that the Nominating Committee will be appointed at the September Vestry meeting.

Senior Warden's Report: Laura Ingersoll presented and summarized a written report (Attachment B). The Vestry enthusiastically agreed to sponsor a First Wednesday Dinner, probably the one on May 2, 2018. Vestry members were encouraged to join in the parish-wide

clean-up day on Saturday, August 26 – called *Umuganda* Day after a traditional Rwandan community-service day. Ingersoll distributed the agenda for a Diocese of Virginia Intercultural Summit, scheduled for Saturday, September 16, and suggested that St. Alban's attend in furtherance of our ongoing effort to discern the significance of multiculturalism for our parish. Debbie Kirk, Jane Schubert, and Julie Clements Smith expressed interest in attending, along with Ingersoll, and would report back to the Vestry. Several additional calendar events were announced, including the resumption of regular Sunday morning worship service times (8:00, 9:00, and 11:15 for both English and Spanish services) on September 17, Opportunity Sunday on September 17, and the change of Vestry meetings in September and October to the fourth Wednesday.

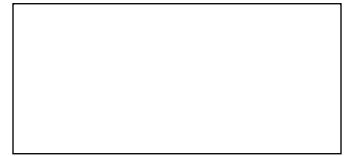
Other Reports: A written report of Associate Rector Debbie Kirk (Attachment C) was previously circulated. No reports were submitted by Associate Rectors Emily Griffin (who has just returned from the Youth Pilgrimage to Iceland) and Jim Quigley.

Closing Prayer: At 7:15 pm, Geoffrey Hoare invited Andrea Fraser-Reid to offer a concluding prayer. Following prayer, it was moved, and seconded, that the Vestry enter Executive Session, and all Vestry members present voted in favor. [VESTRY ACTION 2017-08.03]

The Vestry emerging from Executive Session, and the business of the Vestry being concluded at 7:25 pm, the meeting adjourned.

Respectfully submitted,
Heather Sondel, Secretary

**Report of the Priest-in-Charge
August 16, 2017**



The most interesting and fruitful work of the past month has been formal conversations with staff which will be almost complete by the time of our meeting and which parallel in many ways our conversation about vestry work at this meeting.

Arrien Davidson has been working hard on the 'thank you canvass' and data base project and a report will be available at our meeting.

I am positively excited about synergies with the Cathedral Congregation. Justin Boyer and I have met with Michael McCarthy as a result of which we have regular substitutes for Justin from among the Cathedral organists; the likelihood that on those occasions when Daily Evensong cannot be offered in the Cathedral Choir and nave because of some major event, it could be offered at St. Alban's; and the real synergies that can be achieved if, as and when we can develop a children (and youth) choir program. This is THE priority for additional staff support as we look ahead.

For vestry assignments / areas of oversight—I've organized things a little differently than in the past so that with the exception of Parish Life there is only one of us in each area.

I'll start there:

Programmatic Oversight and Stewardship

Parish Life: Michele Bond and Emily DiBari. This is a key area and a challenging one, in part because it is the one area for which we have no staff support. The major and immediate task in this area (and for which Michele and Emily will need to call upon all of us) is recruitment of leaders for major parish events: The thanksgiving and Christmas Dinners, the GALA (covered for 2018), Pancake Supper, Parish Weekend (suspended for 2017, with a decision needed about whether or not to resume this opportunity in 2018), St. Alban's Day Picnic and other parish wide community building and gathering events. Affinity Groups are currently 'placed' in the area of formation but would fall into this area in the event we can fund a staff position at some future point.

Adult Christian Formation: Tom Gustafson/Jim Quigley. The immediate task will be to shape our offerings on Sundays and at other times toward an answer to the question "How do we best form Adults for Christian Discipleship?" The answer will include attention to the core practices of Christian Community (Worship, Service and Generosity), and recognition that the kind of 'interesting classes' model that has served a generation will not serve in the same way for newer, presumably younger, Christians. For now, the development of affinity groups would be part of the work in this area. In addition, we would like to be strategic about how and where the Memorial Lecture and Spiritual Development endowments work in tandem with Adult Formation.

Youth Christian Formation: Tomas Montgomery/Geoffrey Hoare. Our initial task is to recruit leaders for Sunday Classes. Later we will need to make a decision about the best model for a summer mission

opportunity. Should it be just youth or intergenerational? How does it serve to build Christian Community among us? Is ASP the best vehicle for accomplishing what we hope to accomplish etc.?

Children's Christian Formation: **Kristie Hassett/Emily Griffin.** In addition to recruiting teachers we would like to identify ways in which to provide support for parents.

Stewardship: **Julie Clements Smith/Geoffrey Hoare.** First order of business is shaping the annual appeal for 2018 which will be led by Ashley and Dominic Bianchi. They will serve again for 2019 with their successors. If we can then pay attention to Planned Giving and address the desirability or otherwise of some form of 'legacy society', we will have accomplished a great deal.

Christian Social Ministries (GWW): **Jane Schubert/Jim Quigley.** Identified tasks include reaffirming or otherwise our parish mission priority of **Transforming the Lives of Children**, developing succession plans for ministry leadership where possible and reaching a transparent budgeting process for ministry support.

Global Mission (GWW): **Adrienne Allison/Jim Quigley.** Global Mission has a clear vision for work in Africa, the Middle East and working with people from Mexico, Central America and South America more locally. In conjunction with the transparent budgeting process above, determining reasonable and sustainable levels of support for this work will be a priority.

Newcomers: **Ivan Fermin/Emily Griffin.** Welcoming seems to be going pretty well. Attention to newcomers getting and staying connected (incorporation) is something to which we can be more systematic.

Pastoral Care Program: **Donna Palmer/Jim Quigley and Jo Turner.** Clergy can become more systematic about connecting with our older parishioners on a regular basis (and ensuring that people who stop coming to church are not known or remembered a couple of clergy changes later!) and also attending to those during the first year after bereavement. The programmatic work of pastoral care really amounts to Jo's work with Stephen Ministers, meal deliver and rides. Additional program could take the form of special need groups: unemployed, divorcing, bereavement, children of aging parents etc. when we are aware of a group who have the same need in the parish.

Worship Groups: **Ken Patterson/Emily Griffin.** This is primarily a function of assisting groups in the budgeting process and keeping an eye on expenditure.

Music: **Rich Turner/Justin Boyer.** Again, this is primarily a function of shepherding budget requests for music through the budgeting process.

Standing Committees

Executive: **Laura Ingersoll/ Geoffrey Hoare**

Budget and Finance: **Hollis McLoughlin and Donna Palmer/ Geoffrey Hoare and Doug Dykstra.**

Buildings and Grounds: **Rich Turner, Lucy Fraser and Adrienne Allison/ Charles Porter.**

Personnel: **Tom Gustafson/ Geoffrey Hoare**

Governance: **Ken Patterson and Jane Schubert/ Geoffrey Hoare**

Nominating: **Rich Turner**

**Senior Warden Report to the Vestry
August 16, 2017**



A Vestry-Sponsored First Wednesday Dinner – We’ve been asked to “host” one of the upcoming program year’s seven First Wednesdays. These are wonderful intergenerational events that, in Jim Q’s words, “provide opportunities for new and old members to meet, for our older singles (who attended regularly) to have an evening out . . . and perhaps most important they are kid friendly [because] programming that includes and encourages the involvement of children is essential to our success as a growing parish.” As a sponsor, we’d provide dinner beginning at 6:15 and ending at 7:15, and can offer some programming or a presentation. Tonight, we should decide on whether to sponsor a First Wednesday, and, if so, pick one of the dates and identify a couple Vestry members to creatively organize us for it.

Umuganda Day at St. Alban’s – August 26 – Thanks to an inspiring NYTimes article last month, we have a name for our clean-up day. *Umuganda* is a Rwandan term meaning “coming together in common purpose to achieve an outcome” – and it is used to describe community work that almost all Rwandans engage in on the last Saturday of every month to build up their neighborhoods and country; in the wake of hideously divisive national strife, it aims to nurture a shared national identity while helping the country develop. Likewise, at St. Alban’s we invite one another to pitch in on repair, cleaning, painting, and landscaping projects that improve our buildings and grounds, while nurturing our own community-of-faith identity. If you can, please come for an hour or two, or six, on Saturday, August 26, between 9 and 3. There’s a long list of projects to accommodate any level of ability.

Mark Your Calendars – The all-Foyers potluck dinner will be on Saturday, September 16. Opportunity Sunday will be on September 17.

Our next regular Vestry meeting will be on September 27 – the fourth Wednesday, this time.

Respectfully submitted,
Laura Ingersoll

Associate Rector Report
Vestry Meeting August 16, 2017
Rev. Debbie Kirk



Highlights of Ministry

Liturgy

Since the July 19, 2017, vestry meeting, I continue to celebrate and preach at our regular 11:30 Sunday services. Our 11:30 service on August 6 was blessed with the presence of Padre Simon Bautista and his family. Padre Simon was Canon for Latino ministry in our Diocese for ten years, and he initiated the San Albano community here in 2010. Padre Simon is now Canon for Outreach and Latino Ministries at the Cathedral in Houston, Texas.

In addition, we are beginning to renew our music program with congregational evaluations, new music, and increased congregational participation in different ways.

Pastoral Care

Since the last vestry meeting, I made 16 extended pastoral visits in addition to many extended pastoral support telephone calls (extended being more than 1 hour.) It was a challenging month for us, once again.

Community Engagement

Thanks to the Rev Geoffrey, the Vestry and the Global Mission committee as well as God's Work in the World, I am thrilled to have started the new ministry of working with Casa de Maryland to increase the engagement of St. Alban's in the Latino community and assist Casa de Maryland in strengthening their coalitions with faith-based groups, community organizations, legal defense NGO's, service providers, and advocacy groups in the metropolitan DC area to serve the Latino diaspora in this community. Just in the last week and a half, I have been working with a DACA Clinic at CASA as well as with projects of the Immigration Alliance, CAIR Coalition, the ACLU, Carecen, and Ayuda. You will be hearing about new face to face ministry opportunities for the parish in the next weeks. The Spanish liturgy community continues to support the Harriet Tubman school initiative of the parish through clean-up days and interpreting services for parents.

We are also excited about our tourist ministry that has been consistently growing. We look forward to collaborating with the Cathedral to further increase the impact of our Spanish language and multicultural presence on the Cathedral close.

Respectfully submitted *con gozo y paz*, Debbie+