



VESTRY MEETING MINUTES  
October 17, 2017

**Present:** John Boris, Mother Fanny Belanger, William Campbell , Kelly Gable, Rich Kelly, Chris Kupczyk, Father Malm, Ashley Mather, Jennifer Pease, Jean Reed, Ashby Rushing, Chris Rugaber, Mary Stewart and Jan Wolff

**Call To Order**

Father Malm called the meeting to order at 7:10 with a prayer.

**Old Business**

The Minutes of the September 19, 2017 meeting were approved as written.

**Stewardship.** Chris Rugaber passed around a sheet for members who will speak at services during the stewardship period. He hopes to find speakers for as many services as possible. The pledge cards and a letter signed by Father Malm and Chris will be sent out this week. Vestry members signed a letter on stewardship. It will be enlarged and posted so parish members will be able to view. Father Malm made a motion which was second by John Boris to have the letter signed and displayed. Motion passed unanimously. The vestry goal for this stewardship campaign is 275 pledges and \$900,000. Chris felt that the forum on stewardship went very well. Only question posed was the amount we pay for internet?

Julie Simonton , from the diocese will be speaking at the forum next Sunday on Giviing -- A Generational Approach. She will return to speak again early in 2018.

**New Business**

**School Report.** Pattie Culbreth, Head of School, and John Berry, Board Chair, gave a report on school issues. Patti feels that the year has gotten off to a good start. John reported on the School Board retreat held at Episcopal High School in September. Highlight of the discussion at the retreat was the strategic plan. Some of the money in the Children's Fund will be taken out this year and the board needs to decide how that is spent while keeping the school charter in mind.

In November the School Board will begin looking at the tuition increase for the following year. Also appoint a group to look at the personnel benefits.

Patti thanked Rich Kelly for all of his help. She listed the items the school has provided to improve the building. One of those big items is replacing the blinds in Merrow Hall. Rich asked what the ideal number of students in the school would be. Patti says 116 - 118 and currently there are 112 students. The main competition for Grace School is St. Stephen's and St. Agnes, although the public schools are growing as competition.

The feedback from both the school and church re the Baroody camps was very positive.

Jean Reed mentioned that the Grace Church building layout is 25 years old. One major change was the HVAC in 2009 - 2010. He feels very positive about the new planning process.

Father Malm felt that School Sunday was great. A good turnout of non-parishioner parents.

**Facilities Master Plan.** Jonathan Wolcott is heading up this committee on the school side and Father Malm will appoint two members to represent the church side. The purpose is for the committee to set up a plan (over a ten year period), to inventory major facilities items that might need to be replaced. Included in this report will be the cost to replace items that are identified. Additionally, the group would call on others who have experience in a certain area. They would hope to have a full report completed in May. The school side will be represented by Scott Fedder and Eric Waskowicz. Father Malm asked Patti if such a report was something that the VAIS team had requested. She said they did feel such a report was necessary.

**Fellowship Report.** Ashby started her report by asking what special event we may have attended where we enjoyed socializing with others? She listed the events and special tributes that have been held this year. She has an amazing group of people helping her. She especially wanted to thank Lynn Rohrs, Rich Kelly, Lucy Lee Reed, Amy Barron, Phil Smith and Howell Medley. She explained the importance of using the correct plate size at the receptions. Father Malm pointed out that fellowship follows worship in our mission statement. The annual meeting is Ashby's next big event.

## REPORTS

**Treasurer.** John Boris feels that 9 months into the year that we are doing well. He encourages only those expenses that are necessary. September was our worst pledge month. The trust continues to grow and is currently \$976,000. We continue to get more than usual loose plate amounts. We will work on the 2018 budget at the next three meetings. Those responsible for line items should put in their requests for 2018 by Halloween to John, Beth Calaman or Chris Rugaber. Approval was given to the pastoral care team to again sell Christmas ornaments. Pledge statements are being prepared by Beth and will be available this Sunday or next Sunday.

**Jr. Warden.** The HVAC Committee is meeting with the engineers. After the rain last month we are looking at the gutters and minor roofing work. The school was responsible for the new water cooler. Please let Rich know when you see things that need to be fixed.

**Rector.** Repairs and maintenance are about \$200 over budget. We knew the budget item was low when we did the 2017 budget. It would seem that the time is appropriate for John and Rich to meet with the trustees about disbursement. The trustees have requested details when requests are made. Putting money back in escrow has been a hope for many years. We need to put donations back into escrow. The Personnel Committee has an outline for rating staff members. The altar guild has asked for approval to sell used candles at the intergenerational event in December. They would be used in a small design. The money would go to the altar guild. Jean Reed made a motion, second by Kelly Gable and unanimously passed by the vestry for the candles to be sold. Ashley Mather will preach on October 29th and William Campbell on November 5th.

## **ROUNDTABLE**

Mother Fanny - Trunk or Treat will be held on October 28th from 4 - 5:30 p.m. Reach out to neighborhood and La Gracia.

Jean Reed - Jenni came to us with the Trunk or Treat idea from her old parish. Art on the Avenue was a great event. Three hundred bags were handed out from the food pantry. One has been returned so far. Appreciate all the great art work done by Judy Willard. There is a Newcomer's Reception scheduled for November 12 after Evensong.

Kelly Gable - Asked vestry members to sign up to host a youth dinner. The youth group will be assigned jobs and crafts for the children during Trunk or Treat.

Ashby Rushing - Even if you don't have a car you can bring a big bag of candy for Trunk or Treat.

Mary Stewart - Reviewing written descriptions of program areas to decide what needs to be updated.

Jennifer Pease - Grace is responsible for dinners at Meade Memorial one Saturday a month. We need to provide servers which takes about an hour and a half.

Rich Kelly - Kemp Williams is heading a coat drive through October. Coats may be left in the tower entrance. Sally Schneider is the contact for the La Gracia Thanksgiving baskets.

John Boria - Went to Nokesville for the VOICE event at which 1500 people attended. A good group attended from Grace.

Rector - Thanked Ashby for providing the materials to send cards to Lorna. There is a wedding on Saturday. Asked the vestry to keep his daughter Jessica in our prayers as she will be delivering a baby any day.

