

St. Margaret's Church Westminster Parish



Vestry Meeting Minutes Monday, March 19, 2007

1. **OPENING.** The meeting was called to order by The Rev. Mark Wastler at 7:01 PM in the conference room of the Administrative Building. He welcomed all. He asked that items 7 and 8 be moved in order to come after item 3 on the Agenda. There were no objections. Anne Sessions offered the opening prayer.

a. Attendance: The Rev. Mark Wastler, The Rev. Stewart Lucas, The Rev. Nancy White, Beth Knorr-Sr. Warden, George Saroch-Jr. Warden, Gordon Piché-Treasurer, George Breeden-Registrar, Stacia Bontempo, Annie Coble, Jeff Conover, Phil Graham, Jon Hall, Sarah Hyde, Marion Pagoota, Steven Roth, Anne Sessions, Howard Shute. Guests: Jane Piché, Newcomers Committee; Maggie Wilmore, Worship Commission

b. Retreat Follow-up. Rev Mark Wastler

- 1) The Rev. Stewart Lucas offered the following comments:
Exodus reading showed Moses doesn't have to do it all.
Acts reading showed the apostles meeting to discern. Can't satisfy all. Must have high tolerance for ambiguity.
- 2) The Rev. Dina Van Klaveren did a reflection on skills.
- 3) Communications need to be transparent. Must get Buy-in from parish.
- 4) Discussion included the point that 'Listening' was important. God's message can come from many places.

2. MINUTES. George Breeden

- a. It was moved and seconded to accept the Minutes of the Special Vestry Meeting conducted on March 3, 2007. There was no discussion. The motion passed unanimously.
- b. The following amendments were offered concerning the Minutes of the 19 February 2007 Vestry Meeting.
 - (1) Sarah Hyde has an "h" in her first name.
- c. It was moved and seconded to accept the minutes as amended. The motion passed unanimously.

3. TREASURER'S REPORT. Gordon Piché

Quote:

St. Margaret's Church, Westminster Parish
Treasurer's Report
19 March 2007

At the end the month of February, we had \$12,188.85 in our checking account to cover our automated payroll system and another \$25686.69 in our savings account for use to meet budgeted monthly operating costs.

On the income side of the ledger, through the month of January, we are short \$28,706.26 in total revenues. This figure is primarily due to a deficit of \$20,861.34 in anticipated pledge payments early in the fiscal year. All other anticipated sources of revenue are also lagging with the exception of facilities usage which is \$386.66 above projections for the year to date.

On the expenditure side, we are under expended by the amount of \$21,801.74 having anticipated expenditures of \$118,595.60 against actual outlays of \$96,793.86. Under expenditures are noted in nearly every cost center. Expect this will change in the not too distant future.

The net total or bottom line through 31 March is a deficit of expenditures over receipts of \$6,904.52 for the year to date. **We are in the red.** This will return to balance as pledge income picks up in the months ahead and other sources of revenue are realized.

Gordon Piché
Treasurer

End Quote

Discussion: Several vestry members thought it would be useful to include a comparison of this year's expenditures/income at this point in time to last year at this point in time.

4. NEWCOMERS COMMITTEE. Jane Piché

- a. Jane Piche reviewed the mission of the Newcomers Committee and discussed events held and issues addressed. Several Newcomers dinners had been held since September 2006. Greeters before and after the service seem to be working well. After the service works especially well since Greeters can "catch" newcomers as they move from the end of service line with the priest and address questions they may have as well as to direct them to the Parish Hall for fellowship.
- b. An important issue was keeping abreast of events, where, when, what, etc. — not always easy.
- c. They are also looking into updating or creating a new parish directory and providing focused handouts.
- d. Vestry members expressed their thanks for the job the committee is doing.

5. WORSHIP COMMISSION. Maggie Wilmore

Quote

Worship Commission

Purpose: With talent, time and tremendous skills, the worship commission aims to assist clergy and all involved in providing meaningful and inspirational ritual and prayer services for all who worship at St. Margaret's. At this time I think we have over 250

persons who are actively involved in doing just this. It is an honor to be a part of this group. Being the Chair of this Commission for the past 2.5 years has opened my eyes and awareness to the depth of dedication, time and devotion that are given to carry out all that is essential for our worship.

We have 9 different ministries in the Worship Commission:

Acolytes---Tom Bein, for over 20 years, has been the leader of training and ensuring that our acolytes are prepared to serve. We now have up to 55 youth serving as acolytes.

Altar Guild is currently led by Ann Fink and Carol Saunders. Ann has taken the lead for probably over 20 years; Carol has recently assumed key responsibility for Altar Guild activities. These workers are more behind the scenes than others, as they prepare the altar for every service, held at this church, including weddings, funerals, weekday and Sunday services

Chalichist scheduling is led by Mike Loney for the past 20 years. Mike has assisted clergy in training all new chalichists to serve at the altar. Last year, Mark rotated off 7 of our more senior chalichists (those serving for longest durations) and 5 more this year, while and added 7 new persons, incl. youth, last year and 5 more are currently being trained. This gives more persons an opportunity to become involved in Worship.

Flower Guild was led by Gayle Moriarity for over 12 years. Gayle resigned last October and I am in process of recruiting a new leader at this time. Until this is done, I will assume the lead role on an interim basis, with the help of others on the Flower guild. You may have noticed that in past year we have had a much more festively decorated church for Christmas and Easter. All seem to love it. We need several more volunteers to take responsibility for our Sunday arrangements. (1 youth is involved and 3 helped at Christmas).

Lay Healing Ministry. Takes place the second Sunday of each month. Two members of the healing team of 6 pray and lay on hands at the station in back of church for all who want prayers for themselves or others.

Lay EucharisticMinistry. Now led by Mike Winn who schedules LEM visits. LEMS take communion to the homes of parishioners who cannot get to church. Currently, we have only 2-3 persons receiving communion in the home. Anyone who is ill or unable to get to church can receive this service, so those who are temporarily ill frequently request this service.

Lectors. Charlie and Kathy Lang are new leader as of last year. They schedule lectors for readings for all worship services at St. Margaret's—on Sundays, Holy Days, Holy Week, etc. We have persons of all ages engaged in reading the lessons.

Music- James has more than tripled the number of persons and music activities here at St. Margaret's in past 4 years and greatly enhanced the quality of our music. There are approx. 50 adults singing, considering the 3 different diverse music groups, up to 20 children being trained to be choristers, 10 volunteer soloists, and numerous instrumentalists who assist us or play solos. We are very fortunate to have James as our Music Director. To those of us who work with him he is much more than that. His work is directed with a deep spirituality and Christian love for all in this church. We now have more than 12 persons taking private music lessons, receiving a reduced rate due to James's efforts.

Ushers. Very ably led for past 2 years by Gordon Piche. Pete Nardi assists with the 11:15 service. Gordon, within his first 6 months, designed, with help of key ushers, a very detailed guide for Usher duties. He has made a big difference. I see many other of his talents have been tapped by Vestry.

We meet approximately every 2 months, on second Monday evening of month. But sometimes it is more frequent, depending on need.

Dina is now our clergy liaison and we are pleased to have her guidance and assistance in many ways. It is a busy commission and work is done with great diligence and love.

Thank you.

Maggie Wilmore

End Quote

6. MEMORIAL GIFT DISCUSSION. The Rev. Wastler

- a. The Rev Wastler asked for view on the Memorial Gift from Charlotte Duncan.
- b. Several vestry members expressed the view that it could be used to support music programs, provide seed money for music programs, be used to properly outfit a choir room, support a music library, or underwrite or endow a Concert series.
- c. It was also pointed out that she was devoted to the environment—could be used to ensure new building program is environmentally friendly. She was also an evangelist for St. Margaret's – always encouraging people to attend.
- d. It was also addressed that we still do not have to decide now, we can decide later, such as at a mid-term budget review.
- e. The Rev Wastler indicated that conversations will continue to be held and that he, James Fitzpatrick, Jim Hall, Beth Knorr, and George Saroch will continue to consider the issue.

7. PLANNED MAINTENANCE. George Saroch

- a. George Saroch led a review of the Maintenance Plan drawn up in 2004 at the direction of the Vestry. He said that it was surprisingly comprehensive and

reassured him that it was a good plan, although it needed some updating in places. It provided for regular upkeep and replacement based on commercial replacement/repair schedules. The next major refurbishing was scheduled for 2014 at an estimated \$330,000.

- b. He also discussed the replacement of doors (church Narthex and others) and said he will comeback with a better idea of funds necessary and available in April. The problem with the Church's Doors is that they are non-standard. Replacement of 4 Doors = \$32,000.

8. LONG RANGE PLAN. Anne Sessions

- a. From the RFP for architects we got 5 responses. We narrowed it to three and each made presentations and provided information. We finished with the last one just two hours ago We have narrowed it to two and will discuss the further..
- b. All were made aware that they will be working with Klote and that the Capital Campaign will require early conceptual plan views.
- c. As discussed at prior meetings, we will have a feasibility plan in the September time-frame. We will address a go-no go vote on plans developed at the end of the Feasibility Phase.

9. WARDENS' REPORT. Beth Knorr

- a. Beth Knorr appreciated yesterday's sermon (March 19, 2007) it was prophetic and pastoral.
- b. She addressed the Anti-Racism training. She thought it was interesting that there were different forms of racism issues (African-American: East Coast; Hispanic: South; Asian: West Coast). She emphasized that the historic and current issue in the Diocese of Maryland is Black-White issues. There will be a county-wide meeting on Racism in at Calvary UMC on Rowe Blvd on Tuesday, March 27, 2007 at 6:30 PM.
- c. She also said she would have new nametags for those that need them.

10. RECTOR'S REPORT. The Rev. Mark Wastler

- a. The Rev.Wastler said that there will be an accounting duties transfer from Fred Rector to Fernandez and DeGenero & Associates. Fred Rector in the interim will do sub work until the new people are up to speed. He thanked Gordon Piche, Jim Hall, Marion Pagoota, Larry Lorton, and Beth Knorr for helping with the screening and selection process.
- b. Update on state of parish. In December he had promised to keep the vestry updated as to the status of the congregation with respect to the hiring of The Rev. Stewart Lucas. He has had dialog with six families. He could say that one family has definitely left, another may have left, but he has received no formal word. He felt that discussions have been forthright and he felt he had allayed the issue that there was some hidden agenda. He has stressed the reconciliation theme. Several of the vestry responded that they had had conversations with various parishioners. It has not just been confrontational, but also many supportive and helpful. The Rev. Wastler stated in discussions, refer any

questions you feel you can't handle to the clergy and Wardens. It is most productive to engage in small groups. Sometimes it is good also just to be the "compassionate listener." Beth Knorr emphasized not to let anyone pass "third party" gossip. There was a process of interviews that focused on children's ministry and administration followed by focused evaluation of the candidates' qualifications.

- c. The Mission Commission is working to recruit new members by April.
- d. The Rev. Wastler stated that he had been working hard to get The Rev. Stewart Lucas up and running. He was working of an RFP for a web site, addressing IT issues, getting a handle on launching a new photo directory, and involved in Day School ministry.
- e. Holy Week:
 - Wed 7PM – Tenebrae
 - Thurs 7PM – Maundy Thursday service
 - Friday Noon & 7PM – Services and Noon Manresa Way of the Cross
 - Sat 7PM – Great Vigil of Easter with 3 Baptisms
 - Child Care will be available at the 7 PM services
- f. Trish Harmon's Funeral will be 11 AM Saturday, 24 March. Please keep the family in your prayers.

10. ADJOURNED. The Vestry meeting was adjourned with the singing of the Doxology at 8:36 PM.

Submitted by

//s//George L. Breeden, Registrar

Nota Bene: Opening Prayer Assignments

April – Jeff Conover

May – Marion Pagoota

June – Jon Hall

July – Steve Roth

August – No Meeting!

September – Sarah Hyde

October – Gordon Piché

November – Larry Lorton

December – Annie Coble

January 2008 – Stacia Bontempo

February 2008 – Phil Graham